

**Not charging** admission, registration fee, or accepting donations. Programs must be **primarily attended by Fresno State students, faculty, and/or staff**.

1. No rental charge for the first two (2) hours of use; \$250 per hour afterward.
2. \$20 per hour, per technician. A minimum of two (2) technicians per event.
3. \$250 minimum custodial services fee, per room.
4. \$20 per hr, per staff - box office or staffing fee.

**Charging** admission, registration fee or accepting donations.

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2. \$20 per hour, per technician. A minimum of two (2) technicians per event.
3. \$250 minimum custodial services fee, per room .
4. \$20 per hr, per staff - box office or staffing fee.
5. \$1000 deposit required with reservation forms, submitted four (4) weeks prior to the event along with the entire estimated fee for security, should your event require it.

**All reservations must be submitted four (4) weeks prior to the event date. Any requests made within four (4) weeks are subject to a late reservation fee of \$250.**

**Rehearsals:** No rental charge if held between 8 a.m. to 4 p.m. Monday through Thursday for a maximum of two (2) hours. Outside of these hours, a \$250 per hour charge will be assessed. If applicable, technician, equipment and set-up fees will apply.

**Clean-up/change of set-up:** \$250 minimum. Final set-up details are **required at least two (2) weeks** prior to the event.

**Food:** For catering services, call 559.278.3904 or email [cmartinez@csufresno.edu](mailto:cmartinez@csufresno.edu) to arrange with [University Dining Services](#).

**Equipment:**

Projection System – \$200

Lavalier Microphone (Wireless lapel) – \$100

Cordless Microphone (Handheld) – \$100

**Security:** Based on your event needs, estimated charges are \$30 (Public Safety Assistants) or \$65 (University Police) per hour, per officer, if security is required for your event. To arrange security, contact the [University Police Department](#) at 559.278.8400.

Check and money orders payable to: **CSUF Association**

**Please note:** Any student organization using off-campus organization services will be assessed at the off-campus organization rental rate. If an off-campus organization uses the name of a student or university organization to avoid rental fees, the student or university organization will be responsible for the rental fees at the off-campus organization rental rate.