

Meeting Rooms Rates

	Student Organization <small>(w/ Internal Audience)</small>	Student Organization <small>(w/ External Audience)</small>	University Department <small>(w/ Internal Audience)</small>	University Department <small>(w/ External Audience)</small>	Off Campus
Board Room	N/C	N/C	N/C	\$41.20	\$103.00
Conference Center	N/C	\$46.40	N/C	\$185.40	\$463.50
Dogwood Room	N/C	N/C	N/C	\$30.90	\$77.30
Goshen Lounge/Slate	N/C	N/C	N/C	\$61.80	\$154.50
Hackberry Room	N/C	N/C	N/C	\$30.90	\$77.30
Hickory Room	N/C	N/C	N/C	\$30.90	\$77.30
Illinois Room	N/C	N/C	N/C	\$26.80	\$67.00
Information/Display Table <small>(Goshen or Lower Level)</small>	N/C	N/C	N/C	N/C	\$120.00
International Room	N/C	N/C	N/C	\$41.20	\$103.00
Madison Room	N/C	\$30.90	N/C	\$123.60	\$309.00
Maple Room	N/C	N/C	N/C	\$30.90	\$77.30
Meridian Ballroom	N/C	\$61.80	N/C	\$247.20	\$618.00
Mississippi Room	N/C	N/C	N/C	\$26.80	\$67.00
Missouri Room	N/C	N/C	N/C	\$24.70	\$61.80
Oak Room	N/C	N/C	N/C	\$30.90	\$77.30
Redbud Room	N/C	N/C	N/C	\$30.90	\$77.30
St. Clair Room	N/C	\$30.90	N/C	\$123.60	\$309.00
University Club	N/C	N/C	N/C	\$24.70	\$61.80
University Restaurant	N/C	\$30.90	N/C	\$123.60	\$309.00
Willow Room	N/C	N/C	N/C	\$24.70	\$61.80

Services and Fees

	All Users	Notes
Additional Building Hour	\$150/hr	Additional time requested outside of posted building hours.
Excessive Cleaning	\$75 + Labor	Charged if the client leaves a space without cleaning up to the standards of the MUC. The base fee plus applicable labor costs would be assessed.
No Show	\$50	Failure to arrive for the schedule booking within 30 minutes of the start time.
Damage	\$75 + Repair costs	Charged if the client or any of their attendees cause damage to any MUC property. The base fee plus applicable repair costs would be assessed.
Late Equipment Request	\$25	Equipment requested within 24 hours of the event start time
Late Setup Change	\$25	Changes to setup details within 3 business days of the event.
Multimedia Technician	\$75 per Event Hour	For events that require the Multimedia Technician to be present
Tech Services Student Worker	\$35 per Event Hour	For events that require the Tech Services Student Worker to be present
Equipment Reset Fee	\$25 Minimum	Clients are not to move MUC Equipment before, during or after event. This fee will be increased based on severity.

A/V Equipment Rates*

Items	Student Organization (90-100% discount)	University Department (75% discount)	Off Campus (0% Discount)
Laptop	N/C	\$38.60	\$154.50
Overhead Projector	N/C	\$6.50	\$25.80
Video Camera	N/C	\$64.40	\$257.50
Data Projector	N/C	\$38.60	\$154.50
Ballroom Data Projector (includes screens)	\$20.60	\$51.50	\$206.00
HDMI Cable (5ft)	N/C	\$2.50	\$10.00
Phone/Polycom	N/C	\$6.50	\$25.80
Portable Screen (5x5)	N/C	N/C	N/C
Wireless Presentation Controller	N/C	\$7.70	\$30.90
Wired Microphone	N/C	\$5.20	\$20.60
Wireless Handheld or Lavalier Microphone	N/C	\$20.60	\$82.40
Silver Adjustable Podium	N/C	\$20.60	\$82.40
Wooden Deluxe Podium	\$10.00	\$25.00	\$100.00
Wooden Basic Podium	N/C	\$7.70	\$30.90
A/V Cart	N/C	N/C	\$5.20
Extension Cord	N/C	N/C	\$5.20
Additional Par 64 Light	\$1.00	\$2.60	\$10.30
Premium Audio Package	\$44.50	\$111.30	\$445.00
Basic Lighting Package	\$7.30	\$18.30	\$73.10
LED Lighting Package (16 Ceiling Mounted Lights)	\$10.00	\$25.00	\$100.00
Supplemental LED Lights (priced per light)	\$1.50	\$3.80	\$15.00
6ft Lighting Trusses	\$4.00	\$10.00	\$40.00
10 ft Lighting Trusses	\$5.00	\$12.50	\$50.00

*All equipment is based on availability and might not be available due to event restrictions.

