**Event and Conference Services Student Org. Resource Price Guide**

**2015 Calendar Year**

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| **EQUIPMENT** | **STUDENT ORG PRICE** |
| Room Use  (excludes Gameroom and Skylight) | FREE |
| Gameroom Use  (To recuperate lost business cost) | $50 per hour |
| Skylight Use | $25 total |
| Chairs | $2.50 for every 10 or $20 for every 100 |
| Tables  (rectangular, round, cocktail) | $2 each |
| LCD Projector  (includes those already installed in the space) | $10 per hour  (over 3 hours is a $60 flat rate) |
| Laptop  (free if LCD projector is reserved) | $20 |
| Podium  (Unpowered. If sound is needed, include Basic Sound) | $10 |
| Basic Sound  (2 inputs: inputs can be either a microphone or a music player) | $25 |
| Wireless Microphone | $10 |
| Reset Fee  (applied if room is changed from default setup) | $40 |
| Reset Fee - Skylight  (Largest and most difficult room to reset) | $100 (plus $25 usage fee) |
| Technician Fee | $20 per hour (required to arrive 30 minutes prior and stay 30 minutes after event) |
| Extended Building Hours in Commons/UC  (Anything past regular hours) | $160 per hour |
| Easel  (Tripod or Dry Erase) | $10 |
| Pipe and Drape | $10 per section |
| Choral Risers | $10 per section |
| Additional sound and lighting needs | Contact Jackie Aliotta at [jaliotta@umbc.edu](mailto:jaliotta@umbc.edu) |

**\*These prices only reflect costs for events in the Commons and 3rd Floor University Center spaces**

**\*\*It is highly encouraged that you speak to a member of Event and Conference Services about your event needs so that we can help create an accurate quote for your organization**