

IT Center and Multimedia Center

Rate Table

Effective 3/28/2011

Room Description	Room Numbers	Room Capacity	Minimum Charge (One hour, unless otherwise noted)	Each Additional Hour	Maximum Charge (10 Hours)	Refreshments Permitted?	Comments
IT Center:							
Classroom	118	20	\$150.00	\$75.00	\$750.00	No	Room capacity does not include instructor's station.
	119	20					
	120	20					
	121	20					
	122	20					
	123	20					
	125	20					
	126	20					
Conference Room	162	40	\$100.00	\$50.00	\$500.00	Yes	Max. Capacity 40, actual capacity may vary according to room configuration used.
Multimedia Center:							
Classroom	B-81	24	\$150.00	\$75.00	\$750.00	Yes	Room capacity does not include instructor's station.
	B-83	30					
	B-84	20					
	B85	16					
	B-86	16					
	C-14 (HETS classroom/studio)	60					
Classroom	C-42G (Film Scoring Room)	9	\$150.00	\$75.00	\$750.00	No	Room capacity does not include instructor's station.
Conference Room	B-75 (small)	8	\$20.00	\$20.00	\$200.00	Yes	Excludes B-76. Additional charge for setup/takedown/overhead is waived.
Conference Room	B-76 (medium)	14	\$30.00	\$30.00	\$300.00	Yes	Excludes B-75. Additional charge for setup/takedown/overhead is waived.
Conference Room	B-75 & B-76 (combined)	25	\$40.00	\$40.00	\$400.00	Yes	Both spaces, B-75 and -76. Additional charge for setup/takedown/overhead is waived.
Green Room	C-27	5	\$25.00	\$25.00	\$250.00	Yes	As meeting room only.
Audio Recording *	Included are: C-36 (Studio)	60+	\$500.00 (4 hours)	\$125.00	\$1,000.00	No	Minimum 4 hours. Maximum rent \$1,000 for up to 10 hours. Audio Engineer \$50/hour additional.
	C-32 (Audio Control Room)	N/A					
	C-22 (Dressing Room)	4					
	C-24 (Dressing Room)	4					
	C-25 (Dressing Room)	6					
	C-27 (Green Room)	5					
Video Recording *	Included are: C-36 (Studio)	60+	\$1,600.00 (4 hours)	\$400.00	\$3,500.00	No	Minimum 4 hours. Maximum rent \$3,500 for up to 10 hours.
	C-35 (Video Control Room)	N/A					
	C-22 (Dressing Room)	4					
	C-24 (Dressing Room)	4					
	C-25 (Dressing Room)	6					
	C-27 (Green Room)	5					
Video & High-End Audio Recording *	Included are: C-36 (Studio)	60+	\$1,800.00 (4 hours)	\$450.00	\$4,000.00	No	Minimum 4 hours. Maximum rent \$4,000 for up to 10 hours. Audio Engineer \$50/hour additional.
	C-32 (Audio Control Room)	N/A					
	C-35 (Video Control Room)	N/A					
	C-22 (Dressing Room)	4					
	C-24 (Dressing Room)	4					
	C-25 (Dressing Room)	6					
	C-27 (Green Room)	5					
Post-Production: Edit Room	Any one of: C-42B	2	\$50.00	\$50.00	\$500.00	No	Additional charge for setup/takedown/overhead is waived.
	C-42C	2					
	C-42D	2					
	C-42E	4					
	C-42F	4					
	C-42H	4					
	C-42I	4					
Post-Production: Audio Sweetening Room	C-42J	4	\$75.00	\$75.00	\$750.00	No	Additional charge for setup/takedown/overhead is waived.

* Crew personnel are available, from professional to student interns, at additional charge.

+ = combination of audience & performances

N/A Not applicable - staff only