

Edward Waters University

Facility Fee Schedule and Rental Rates

Prices are non-negotiable and are subject to change without notice. Renters must provide a valid 501c3 stating non-profit status to qualify for the 20% discount. The non-profit discount ONLY applies to room fees and does not apply to labor charges, equipment, or furnishings. Minimum 4-hour rental. Minimum of 3 hours custodial and management fee. Additionally, all EWU employees will receive a 20% discount on the non-profit rate. No fees are assessed to any EWU student organizations.

	Private For-Profit Rate	Non-Profit Rate
<u>CAMPUS FACILITIES</u>		
Adams-Jenkins Board Room	\$825	\$660
Adams-Jenkins Gymnasium	\$2,000	\$1,600
Adams-Jenkins Lobby/Concession Area	\$725	\$580
*fee only applies when not renting the gymnasium		
EWU Student Activity Center	\$500	\$400
Adams-Jenkins Skybox	\$1,000	\$800
Adams-Jenkins Small Adjacent Room	\$725	\$580
Baker Suite Conference (Classroom)	\$250	\$200
Center for Prevention of Health Disparities	\$1,000	\$800
*includes existing tables and chairs		
Classrooms	\$350/ each	\$280/each
Hatcher-Stewart Classrooms	\$350/ each	\$280/each
James Weldon Johnson Gymnasium	\$2,000	\$1,600
James Weldon Johnson Classrooms	\$350/ each	\$280/each
Milne Auditorium	\$1,000	\$800
Shell-Sweet Center	\$1,000	\$800
*includes existing tables and chairs		

LABOR RATES

Site Manager* Custodial*

Sound Technician* AV Technician* Security Officer*

CHARGE

\$50/hr.

\$25/hr.

\$35/hr.

\$35/hr.

\$40/hr.

*Three hours minimum

VIDEO EQUIPMENT

DVD Player Laptop Computer Projection Screen Video Projector

CHARGE

\$45

\$150

\$75

SOUND EQUIPMENT

CHARGE

Lecture Sound Package Includes:

- 2 Microphones (wired or wireless Lavalier/handheld), audio from a laptop for presentations (does not include laptop rental).

Other Sound Packages will be calculated on an individual basis.

\$250

STAGE EQUIPMENT

Concert Grand Piano (Milne only) tuning additional

6' rectangular folding table 20 available

Armchairs - purple w/beige legs

50 available

Podium - glass Adams Jenkins only

CHARGE

\$200

\$25 each

\$10 each

\$75

Stage platforms, round tables, table skirting, tablecloths, greenery, lighting equipment, and drapery must be rented from an outside vendor.

Liability Insurance is required for all non-EWU affiliated facility users, with Edward Waters University listed as the loss payee.