

ROOM RENTAL FEE

Brown Ballroom I, II, III	\$826.00
Brown Ballroom I	\$255.00
Brown Ballroom II	\$190.00
Brown Ballroom III	\$381.00
Circus Room	\$190.00
Old Main Room	\$190.00
Founders Suite	\$100.00
Spotlight Room	N/A
Faculty/Staff Commons	\$100.00
Prairie I, II, III	\$381.00
1/3 Prairie	\$126.00
Dobski Conference Room	N/A
Auditorium Lounges	N/A
The Atrium	\$284.00
Concourse Table	\$105.00

MEETING ROOMS

- All room requests must be received a minimum of 48 business hours in advance of the event. Requests received after this time will not be accepted.
- All events must conclude no later than 30 minutes prior to when the building closes.
- An exhibit fee of \$5.00 per table (includes linen) will be applied for any event that rents space intended for auctions, commercial space, exhibits, fairs, open houses, or vendors. If clients/exhibitors are providing their own linens, the exhibit fee is waived.
- Events scheduled outside of normal operating hours must be approved by the director and will be charged an additional fee of \$276.00 or \$551.00 for holidays, per day.
- Events requesting early access will be charged an additional fee of \$110 per hour.

BRADEN AUDITORIUM

	ADMISSION \$10.00 OR LESS	ADMISSION GREATER THAN \$10.00	FOUR HOURS OF REHEARSAL WITHOUT AN AUDIENCE
Orchestra, Mezzanine & Balcony Levels	NO CHARGE	GREATER OF \$2,359.35 OR 10% GROSS REVENUE	NO CHARGE

TICKETED EVENTS

- When selling tickets for events in Braden Auditorium, the client must go through the Braden Box Office using Ticketmaster.
- The Braden Box Office only accepts debit and credit cards.
- The following box office fees apply:

\$0.25 per ticket printed

\$4.00 per ticket facility fee for Braden Auditorium events

\$2.00 per ticket facility fee for Bone Student Center events

4.0% fee for box office selling charge (gross ticket revenue - capped at \$3,500.00)

2.5% fee for credit card purchases (only tickets sold at the Braden Box Office)

LABOR RATES

BRADEN STAFF

- Professional Staff \$31.50 per hour
- Student Stage Manager \$19.90 per hour
- Student Operator/Stagehand \$16.80 per hour
- Union Stagehands prevailing rate

HOUSE STAFF

- EMT prevailing rate
- Event Security \$16.60 per hour
- Event Security Supervisor \$19.50 per hour
- House Manager \$19.50 per hour
- Police Officer prevailing rate
- Student Manager \$19.50 per hour
- Ushers \$16.00 per hour

EQUIPMENT PACKAGE RATES

BALLROOM

- Includes data projector, screen, lectern with wired microphone, additional input for sound, cart, and power \$181.00

MEETING ROOMS

- Includes data projector, screen, lectern with wired microphone, additional input for sound, cart, and power \$108.00

EQUIPMENT RATES

AUDIO

• Digital Recorder*	\$14.60
• Powered Speaker	\$7.30
• Media Distribution Box*	\$44.00
• Monitor System 1* (up to 4 mixes)	\$186.00
• Monitor System 2* (up to 8 mixes)	\$249.00
• Monitor System 3* (additional 8 mixes)	\$124.00
• PA Additional Input*	\$6.60
• PA House System* (includes 1 wired microphone) (Circus, Old Main, Prairie I, II, or III, Ballroom I or II)	\$39.90
• PA House System Ballroom* (includes 1 wired microphone) (Any Ballroom combination & any Prairie Room combination)	\$66.00
• PA House System* (Braden) (includes 1 wired microphone)	\$111.00
• PA Portable Mini System* (includes 1 wired microphone)	\$59.90
• PA Portable 0.5 System* (supports up to 12 inputs)	\$167.00
• PA Portable 1 System* (supports up to 24 inputs)	\$266.00
• Wireless Microphone*	\$52.00
• Eight Channel Mixer - Portable	\$6.90

VIDEO

• Camera*	\$185.00
• PTZ Camera*	\$34.60
• Confidence Monitor 20"	\$14.60
• Video Switcher*	\$60.00

SCREENS (without projector rental)

• Screen Fixed in Ballroom	\$39.90
• Screen Portable* (7.5x10 or 10.5x14)	\$39.90
• Screen in Braden (10x19 or 30x60 front projection)	\$39.90
• Screen Fixed	\$39.90
• Screen Tripod (6x6)	\$39.90
• TV Monitor (Spotlight, Founders Suite & Dobski)	no charge

COMPUTER/DATA PROJECTORS/PHONES

• Video Conferencing Interface	\$24.80
• Meeting Owl	\$33.60
• Cart	no charge
• Conference Phone	\$24.50
• Phone Line	\$24.50
• Data Projector Braden (includes screen)	\$151.00
• Data Projector	\$66.00
• Data Line	\$35.70
• Laptop Rental	\$31.10
• Laptop Wireless Clicker	\$8.00

Equipment and labor requests must be received a minimum of seven business days in advance of the event date. Any requests made after this date will not be accepted.

Equipment with an * requires additional labor charges and may require an operator.

Equipment rental rates include standard set-up and tear-down and are based on daily use.

Multi-day events will receive a 30% discount for equipment rental for each successive day of use when no change in set-up is required.

PIANOS

• 7' Grand Piano	\$217.00
• Upright Piano	\$57.80
• Tuning	\$174.00

BRADEN LIGHTING

• Additional Lights*	\$6.60
• Follow Spotlight* (per use)	\$90.00
• Full Stage Light*	\$93.00
• Gobo* (custom, metal)	cost varies
• Gobo* (in-stock includes light)	\$12.90
• Pit Light*	\$39.90

BALLROOM LIGHTING

• Additional Lights*	\$6.60
• Gobo* (custom, metal)	cost varies
• Gobo* (in-stock includes light)	\$12.90
• Speaker Table Lighting*	\$20.20
• Standard Stage Lighting*	\$53.00

PORTABLE LIGHTING AND EFFECTS

• Lighting Reception Truss*	\$19.50
• Mirror Ball*	\$24.10
• Haze Machine* (Ballroom & Braden)	\$49.40
• Portable Lighting System*	\$203.70
• Smoke Machine* (Ballroom & Braden)	\$49.40
• Strobe Lights * (Ballroom & Braden)	\$32.50
• Chain Motor	\$35.70
• Truss	\$12.90

DANCE FLOORS

• Dance Floor (15x18)	\$57.00
• Dance Floor (18x30)	\$87.00

STAGING

• Risers (choral or platform)	\$12.20 per unit
-------------------------------	------------------

POWER

• Extension Cord	no charge
• HDMI Cord	no charge
• Power Drop	\$27.60
• Power Strip	no charge
• VGA Cord	no charge

MISCELLANEOUS

• Chalk/Bulletin Board	no charge
• Cordon Ropes (per stand)	no charge
• Curtain (per 10' section)	\$4.30
• Dry Erase Board or Flip Chart	no charge
• Easel	no charge
• Lectern (standing)	\$24.50
• Lectern (tabletop)	\$12.20
• Sign Standard	no charge
• Technology Support (for client provided equipment)	\$59.90