

## J.C. KELLAM 11TH FLOOR MEETING AND EVENT PRICING

	UNIVERSITY DEPARTMENT			OFFICES DIRECTLY ASSOCIATED WITH MEMBERS OF THE CABINET			OFFICE OF THE PRESIDENT		
	Half Day 0-4 Hours	Full Day 4-8 Hours	8+ Hours	Half Day 0-4 Hours	Full Day 4-8 Hours	8+ Hours	Half Day 0-4 Hours	Full Day 4-8 Hours	8+ Hours
<b>JCK 11th Floor Ballroom</b>	\$500	\$750	\$1,000	\$500	\$750	\$1,000	No Charge	No Charge	No Charge
<b>JCK 11th Floor Executive Conference Rooms</b>	No Charge	\$75	\$100	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge

### ADDITIONAL REIMBURSABLE RATES

<b>Dedicated Audiovisual Technician</b> ***May be required when using special event spaces or determined necessary by Event Services***	50% of Half Day Rental Rate \$25 minimum	No Charge
<b>Additional Room Setup</b> Multiple setups within one room reservation, or a changed setup from standard in Executive Meeting Rooms A&B)	50% of Rental Rate \$25 minimum	No Charge

### LABOR

<b>Additional Setup/Cleanup/Rehearsal Time</b> Applicable on days outside of the event and dependent on availability	50% of Half Day Rental Rate \$25 minimum	No Charge
<b>Late Cancellation</b> JCK 11th Floor Ballroom Only	50% of Rental Rate	No Charge
<b>Day-of Cancellation / No-Show</b> JCK 11th Floor Ballroom Only	Full Rental Rate	No Charge

**Damage / Stolen Items**

Direct Cost

**Event Security**

Direct Cost