



Facility Rental and Support Fee Schedule for July 2024 through June 2025

	Standard Rental Rates	Non-Profit Rental Rates
Blue Ridge Conference Hall (Technology Education & Development Center)		
Event Day	\$253/hr.	\$127/hr.
Pre-Event/Rehearsal Day(s)	\$127/hr.	\$63/hr.
Pre-event space (when reserved separately)	\$63/hr.	\$32/hr.
Stage Extension Removal / Return Set-Up (otherwise always up)	\$400/flat rate	\$400/flat rate
Platform Stage Risers / Choral Risers	\$250/flat rate	\$250/flat rate
Outdoor Patio	\$150/hr.	\$75/hr.
Gala Meeting Space (Stage side of Conference Hall)		
Event Day	\$127/hr.	\$63/hr.
Pre-Event/Rehearsal Time Day(s)	\$63/hr.	\$32/hr.
McIntosh <i>OR</i> Cortland Meeting Spaces (Corner sections of Conference Hall)		
Event	\$83/hr.	\$41/hr.
Pre-Event/Rehearsal Time	\$41/hr.	\$21/hr.
McIntosh <i>AND</i> Cortland Meeting Space		
Event Day	\$81/hr.	\$41/hr.
Pre-Event/Rehearsal Time Day(s)	\$41/hr.	\$20/hr.
Thomas Auditorium & Gallery (Sink Building)		
Event Day	\$187/hr.	\$94/hr.
Pre-Event/Rehearsal Time Day(s)	\$94/hr.	\$47/hr.
Gallery only	\$47/hr.	\$23/hr.
Steven D. Wyatt Auditorium (Patton Building)		
Event Day	\$94/hr.	\$47/hr.
Pre-Event/Rehearsal Time Day(s)	\$47/hr.	\$23/hr.
Patton Lobby only	\$12/hr.	\$6/hr.
Multipurpose Rooms TEDC 102/ PATT 219		
Daily Rental	\$350/Day	\$175/Day
Classrooms/Conference Rooms: TEDC 238/TEDC 337/Killian 151		
Daily Rental	\$300/Day	\$150/Day
Outdoor Rentals		
Patton Lot Rental (Daily)	\$500/Day	\$250/Day
Killian Lot Rental (Daily)	\$400/Day	\$200/Day
Outdoor Spaces (Daily)	\$150/Day	\$75/Day
Outdoor Spaces Food Trucks (per truck)	\$20/Day	\$10/Day
Health Sciences Center		
Tiered Classrooms 2003/3003 (Daily)	\$420/Day	\$210/Day
Conference Rooms/Classrooms (Daily)	\$360/Day	\$180/Day
Non-Typical Events (Daily)	Separate fee quote per event and liability insurance required.	

*Rental fees are per hour or part thereof, daily and flat rates also apply.



Support Fees:

Technical Support	\$60/hr. per technician, 2 hrs. min
Technical Support Quick Setup	\$30/30 minutes
Video recording services	Separate Quote for Services
Audio recording services	Separate Quote for Services
Live Video Streaming	Separate Quote for Services
Security (administrative fee)	\$10/hr. per officer
Security staffing (as required by the College)	Paid directly to provider on the day of the event.

Administrative fee: The College may **reduce** the facility use fees for local nonprofit organizations or governmental agencies in certain instances. Reference College Facilities Policies and Procedures. (Additional Event Support Fees remain in place.) In those instances, the following administrative fees will apply:

Blue Ridge Conference Hall (Daily)	\$506/Day
Gala Meeting Room (Daily)	\$253/Day
Conference Hall Pre-Event Space (when reserved separately) (Daily)	\$253/Day
McIntosh OR Cortland Meeting Rooms (Daily)	\$165/Day
McIntosh AND Cortland Meeting Rooms (Daily)	\$209/Day
Multipurpose Rooms (TEDC 102; PATT 219) (Daily)	\$96/Day
Bo Thomas Auditorium & Gallery (Daily)	\$374/Day
Steven D. Wyatt Auditorium (Daily)	\$187/Day
General College Space (Classrooms / Conference Rooms) (Daily)	\$83/Day

Cancellation fee: 100% of the payment is refundable if canceled at least 60 days prior, 50% refundable if canceled between 30-60 days and full payment is forfeited if canceled within 30 days of event.

Cleaning fee: An additional cleaning fee of **\$300** may be applied.

Damage fee: A damage deposit of **\$300** (refundable) will be applied in certain instances; any remaining balance for repairs will be invoiced.

Rental Notes:

Floor Plans: Setup requests are due two weeks before date of event. Changes to those setup requests can be made up to 5 days prior to event; Otherwise a fee may be applied.

The event department requests only one contact name per event; This should be the name on the Event Request Form.

Tables and Chairs are provided and setup by events staff prior to your event; Tablecloths/Skirts are not provided by the College.