



UCC Special Events Office
Phone: (541)440-4705
Fax: (541)440-7711
Email: events@umpqua.edu

FACILITY RENTAL FEES

General Rules:

1. The facility rental fee schedule is subject to change without notice.
2. All meals or refreshments of any kind **MUST be arranged with UCC's River Rush Catering AFTER the room reservation is confirmed.**
3. All alcohol of any kind **MUST be arranged with the Southern Oregon Wine Institute AFTER the room reservation is confirmed.**
4. UCC has the first right to offer food concession sales in UCC facilities
5. UCC programs and events have priority use of facilities.
6. Liability insurance, in the amount of \$1,000,000 each occurrence (College to be named as additional insured), is the responsibility of the customer, and must be on file 30 days prior to the event.
7. The customer will be charged replacement or repair costs for all damaged facilities or equipment when such breakage is caused by use beyond normal wear and tear.
8. The customer will be charged for custodial and/or costs when such costs are incurred for additional staff or overtime.
9. All rehearsal charges shall be made at non-profit rates
10. Prior to 5pm, groups using facilities must use public parking, not visitor or staff spaces.
11. There will be an hourly charge for every hour after 10 hours of use.
12. All nonprofit users should either 1) be eligible to claim tax exempt status 2) be a government agency, or c) have a 509A.1, 509A.2, 509A.3, 501C.3 designation. Written documentation is required to obtain nonprofit discounts.
13. External events are allowed to bring in their own media equipment.
14. UCC does NOT allow use of UCC equipment unless approved by UCC Special Events Manager.
15. For more information, see UCC's Facility Use Agreement.

To book an event call (541)440-4705 or go to umpqua.edu/events-tickets and go to "Request an Event" >"For Public & Students"

Personnel (2-hour minimum unless otherwise specified)

<u>Description</u>	<u>Rate</u>
Event/House Manager (REQUIRED)	\$25/Hour
Stage Manager	\$20/Hour
Stage Support Staff (Stagehands, follow-spotlight operators)	\$20/Hour
Technical Support Staff (Light, sound, equipment)	\$20/Hour
Facilities Support Staff- Security	\$25/Hour
Facilities Support Staff- Custodial/Maintenance	\$25/Hour

Campus Center

<u>Space Name/Capacity</u>	<u>Profit Rate</u>				<u>Nonprofit Rate</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Campus Center-Dining Room Capacity: 192	\$285	\$360	\$435	\$55/Hour	\$235	\$300	\$365	\$45/Hour
Campus Center- Bistro Capacity: 48	\$130	\$165	\$200	\$25/Hour	\$105	\$130	\$155	\$20/Hour
Campus Center- Student Lounge Capacity: 65	\$105	\$135	\$165	\$20/Hour	\$80	\$105	\$130	\$15/Hour
Campus Center- Multi-Rooms Use (Dining Room, Bistro, Lobby, Lounge)	\$590/Use				\$450/Use			
Campus Center- Information Table (in Campus Center Lobby) Cap: 65	\$10 per table/hour				\$10 per table/hour			

Classrooms

<u>Space Name/Capacity</u>	<u>Profit Rate</u>				<u>Nonprofit Rate</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Classrooms/Meeting Rooms Capacity: Varies from 10-60	\$105	\$135	\$165	\$20/Hour	\$80	\$105	\$130	\$15/Hour

Jacoby Auditorium

<u>Space Name/Capacity</u>	<u>Profit Rate</u>				<u>Nonprofit Rate</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Jacoby Auditorium Capacity: 1,010	\$625	\$795	\$965	\$120/Hour	\$520	\$660	\$800	\$100/Hour
Jacoby Lobby Capacity: 60	\$130	\$165	\$200	\$25/Hour	\$110	\$140	\$170	\$20/Hour
Jacoby Terrace and Lobby Capacity: 120	\$190	\$245	\$300	\$35/Hour	\$160	\$200	\$240	\$25/Hour

Jacoby Media & More

<u>Description</u>	<u>Profit Rate</u>	<u>Nonprofit Rate</u>
9' Steinway Concert Grand Piano (1 Performance and 1 Rehearsal) Paid to Roseburg Community Concert Association.	\$120/Performance	\$120/Performance
9' Mason and Hamlin Lynn McDonald Concert Grand Piano (1 Performance and 1 Rehearsal)	\$110/Performance	\$90/Performance
DVD/Data Projector	\$75/Performance	\$60/Performance
Fog Machine (Plus cost of liquid)	\$55/Performance	\$45/Performance
Follow Spotlights (HMI) (2 available)	\$70/Performance	\$60/Performance
In-House PA System	\$150/Performance	\$125/Performance
Light Plot Reset Fee (Setting and hanging of outside venues light plot design)	\$480/Performance	\$400/Performance
Orchestra Pit Modification	\$500/Performance	\$425/Performance
Piano Tuning (1 Performance and 1 Rehearsal) Responsibility of the client. Scheduled by Jacoby.	(Quoted per tuning)	
Rehearsal Boom Box (half day-5 hours) (Includes house manager, stage, & dressing rms. NO tech support)	\$250/Use (up to 5 hours) \$65/Hour for every hour after 5 hours \$20/Hour Stage Manager fee after 5pm	
Stage Lighting	\$65/Hour	\$55/Hour

Swanson Amphitheatre

<u>Space Name/Capacity</u>	<u>Profit Fees</u>				<u>Nonprofit Fees</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Swanson Amphitheatre 1-250 people	\$300	\$350	\$400	\$40/Hour	\$150	\$200	\$250	\$20/Hour
Swanson Amphitheatre 251-500 people	\$350	\$400	\$450	\$45/Hour	\$200	\$250	\$300	\$30/Hour
Swanson Amphitheatre 501-750 people	\$400	\$450	\$500	\$50/Hour	\$250	\$300	\$350	\$35/Hour
Swanson Amphitheatre 751-1,000	\$450	\$500	\$550	\$55/Hour	\$300	\$350	\$400	\$40/Hour
Swanson Amphitheatre 1,001 + people	\$500	\$550	\$600	\$60/Hour	\$350	\$400	\$450	\$45/Hour

Swanson Media & More

<u>Description</u>	<u>Profit Rate</u>	<u>Non-Profit Rate</u>
Distribution Box (Additional multi-outlet power supply)	\$50/Use	\$40/Use
Sound System (Tech support not included)	\$200/Performance	\$150/Performance
Stage Lighting (Tech support not included)	\$50/Performance	\$40/Performance

Whipple Fine Arts

<u>Space Name/Capacity</u>	<u>Profit Rate</u>				<u>Nonprofit Rate</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Whipple Fine Arts- Centerstage Theatre Capacity: 182	\$235	\$300	\$365	\$45/Hour	\$180	\$230	\$280	\$35/Hour
Whipple Fine Arts- Gallery Capacity: 100 (includes Lobby)	\$155	\$200	\$245	\$30/Hour	\$130	\$165	\$200	\$25/Hour

Pool

<u>Group Size</u>	<u>Profit Rate</u>	<u>Nonprofit Rate</u>
1-25 Swimmers (2 Lifeguards)	\$105/Hour	\$90/Hour
26-50 Swimmers (3 Lifeguards)	\$145/Hour	\$120/Hour
51-75 Swimmers (4 Lifeguards)	\$180/Hour	\$150/Hour
76-100 Swimmers (5 Lifeguards)	\$195/Hour	\$165/Hour
101-125 Swimmers (6 Lifeguards)	\$215/Hour	\$180/Hour
126-150 Swimmers (7 Lifeguards)	\$235/Hour	\$195/Hour
151-300 Swimmers (8 Lifeguards)	\$250/Hour	\$210/Hour

Athletic Facilities

<u>Space Name/Capacity</u>	<u>Profit Rate</u>				<u>Nonprofit Rate</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Gym (Users provide own equipment) Capacity: 1500	\$155	\$205	\$255	\$30/Hour	\$130	\$170	\$210	\$25/Hour
Grass Fields (Users provide own equipment)	\$130	\$165	\$200	\$25/Hour	\$105	\$135	\$165	\$20/Hour

Danny Lang Center

<u>Space Name/Capacity</u>	<u>Profit Rate</u>				<u>Nonprofit Rate</u>			
	4-Hour	7-Hour	10-Hour	After 10	4-Hour	7-Hour	10-Hour	After 10
Full Event Facility (Rms 201-204, Lobby, Patio, Courtyard) Capacity: 250	\$600	\$800	\$1,000	\$115/Hour	\$450	\$600	\$750	\$100/Hour
Tasting Room Capacity: 28	\$300	\$375	\$450	\$45/Hour	\$250	\$300	\$350	\$35/Hour
Upstairs Classroom (Room 203 or 204) Cap: 48	\$180	\$235	\$290	\$29/Hour	\$140	\$180	\$220	\$20/Hour
Combined Classrooms (Room 203 and 204) Cap: 96	\$330	\$440	\$550	\$55/Hour	\$250	\$325	\$400	\$40/Hour
Tasting Room and One Classroom (Tasting Room and Room 203 or 204) Capacity: 110	\$390	\$520	\$650	\$65/Hour	\$290	\$390	\$490	\$50/Hour
Wine Library Capacity: 16	\$85	\$115	\$140	\$20/Hour	\$70	\$90	\$110	\$15/Hour
Fermentation Cellar (on approval only) Capacity: 44	\$250	\$325	\$400	\$40/Hour	\$190	\$245	\$300	\$30/Hour

Miscellaneous

<u>Description</u>	<u>Profit Rate</u>	<u>Nonprofit Rate</u>
Chairs	\$1.75/Each	\$1.50/Each
Choir/Chair Risers, Choral Shell (5 panels with 3 rows available)	\$20/Panel-Riser	\$15/Panel-Riser
Data Projector & Screen	\$75/Use	\$60/Use
Laptop (per hour or per use, whichever is more)	\$25 Fee	
Shuttle Bus (2-hour minimum, includes driver)	\$20/Hour per Driver + \$25 Flat Fee	
Shuttle Cart (2-hour minimum, includes driver)	\$20/Hour per Driver	
Staging (4x4 sections)	Call for pricing (541)440-4705	
Tables- 4-FT Rounds	\$4/Each	\$3/Each
Tables- 3'x6' Rectangles (folding)	\$4/Each	\$3/Each