

Facility Rental Rates	
Location	Price
University Center	
UC 2202	\$ 50.00
UC 2203	\$ 50.00
UC 2213	\$ 50.00
Conference Center Concourse	\$ 50.00
Carter Hall Concourse	\$ 50.00
UC 2205	\$ 70.00
UC 2206	\$ 70.00
UC 2207	\$ 70.00
UC 226	\$ 70.00
UC 227	\$ 70.00
UC 2217	\$ 100.00
UC 2218	\$ 100.00
UC 2219	\$ 100.00
UC 2220	\$ 100.00
Carter Hall A	\$ 130.00
Carter Hall B	\$ 130.00
Carter Hall C	\$ 130.00
Carter Hall D	\$ 610.00
Carter Hall	\$ 1,000.00
Griffin Center	
Meeting Room A	\$ 250.00
Meeting Room B	\$ 250.00
Great Hall	\$ 1,500.00
Griffin Center Building	\$ 2,000.00
Classrooms	
Regular	\$ 50.00
Specialty	\$ 80.00
Tiered Classrooms	
Forum 2	\$ 100.00
Forum 3	\$ 100.00
Kleymeyer Hall	\$ 100.00
Couch/Renner Hall	\$ 100.00
Forum 1	\$ 300.00
Mitchell Auditorium	\$ 500.00
Lounges	
Rice Library Lounge (per approval)	\$ 150.00
Fireside Lounge	\$ 150.00
Heritage Lounge	\$ 150.00
Traditions Lounge	\$ 350.00

Specialty Spaces	
Rice Plaza Amphitheatre	\$ 75.00
Business Center Atrium	\$ 150.00
Performance Center Upper/Lower Lobby	\$ 200.00
Rice Library 2nd Floor Reading Room	\$ 350.00
Rice Library 4th Floor Reading Room	\$ 350.00
Performance Center Theatre	\$ 500.00
McCutchan Art Center	\$ 800.00
Lawns/Patios	
University Center East Patio	\$ 30.00
Liberal Arts Back Lawn	\$ 50.00
Ruston Terrace	\$ 50.00
Business Center 2nd Floor Balcony	\$ 75.00
Quad	\$ 250.00
Reflection Lake and Gazebo	\$ 250.00
Outdoor Education	
Eicher Barn	\$ 50.00
Grimes Log Haus	\$ 50.00
Westwood Lodge	\$ 50.00

University of Southern Indiana Material Price List	
ITEM DESCRIPTION	PRICE
PRINTED ITEMS:	
Nametags - Blank	\$0.15
Nametags - Printed, Black	\$0.20
Nametags - Printed, Color	\$0.25
Nametags - Clip on, Print	\$0.35
Color copies	\$0.35
Black & White copies	\$0.10
Place Cards	\$0.12
Table Tents	\$0.35
DECORATIVE ITEMS:	
Hurricanes (4.5" x11.5")	\$4.00
Votive Cups	\$1.50
LED Candles, Pillar, Taper, or Votive	No Charge
Table Mirrors (round)	\$2.00
USI Table Blankets (3 available)	No Charge
Silk Centerpieces (Red, White, and Blue) (10 Available)	No Charge
CLOTH AND SKIRT: Sodexo	
Table Cloth (black and white option only)	\$3.00
Table Skirt	\$12.00
Table Cloth & Skirt	\$15.00
Napkins (if used for decoration and there are limited colors)	\$0.40
Delivery Fee for items delivered outside the UC	\$15.50
Griffin Center Delivery Fee	\$35.00
GAS GRILLS: Sodexo	
Gas Grills	\$70.00
*All groups utilizing USI Dining grills must order all food, condiments, tableware, and flatware through catering	
Grilling Services	\$25 per hour, per grill, per griller
UC STAGING & DANCE FLOOR:	
6' x 8' Stage Pieces (15 pcs available) ***UC ONLY	Standard 4-pc stage, no charge \$5.00 per piece if over 4-pc
MATERIALS	
Delivery Fee for Equipment Outside of UC	\$15.00
Dry Erase	\$1.25 - \$1.50 each
Post-It Flip Charts	Market Price (\$16-\$22)
Permanent	\$1.30 each
Pens and Pencils (50 count)	\$14.00
Pens and Pencils (100 count)	\$28.00
Signage, Outdoor	
*1-Sided with Stakes	\$13.00
*2-Sided with Stakes	\$19.00
PIPE AND DRAPE:	
Pipe and Drape (Maximum dimensions 10' high x 40' wide)	\$3.50 per foot
Delivery fee for events outside the University Center	\$50.00
*Note: we have 4 bases, 4-8' poles, 4-2' extension poles, and 3 drape poles. You can configure into sections according to these components: The drape poles are adjustable at 10', 12', and 14' wide.	

Instructional Technology Price List	
Equipment Type	Rental Rates
LCD Data Projector	\$300.00
Digital Camera	\$45.00
Overhead Projector	\$15.00
Laptop	\$30.00
Small Public Address / Sound System	\$150.00
Large Public Address / Sound System	\$300.00
Microphone (wireless)	\$25.00
Tripod	\$10.00
Flip Chart Stand	\$13.50
Projection Screen	\$10.00
Compact Music System	\$20.00
LCD Monitor	\$30.00
Service Type	Rental Rates
2-Way Video Conferencing	\$140.00
Videography ** w/o materials or editing	\$60.00
Audio Recording ** w/o materials	\$15.00
Advanced Technical Support *	\$20.00
Supply Description	Price
I. Audiovisual Supplies:	
Other Recordable Media	
CD-ROM / Audio CD	\$1.00
DVD	\$5.00
Miscellaneous	
Miscellaneous Materials/Supplies and/or Graphics	Direct Charge
Flip Chart Paper	Current Market
CD-ROM/Audio CD/DVD Paper Sleeve	\$0.20
CD-ROM/Audio CD/DVD Cardboard Mailer Sleeve	\$0.30
CD-ROM/Audio CD/DVD Plastic Clamshell Case	\$1.00
II. Technical/Support/Labor Charges	
Video Editing ***	\$40.00
Audio Editing ***	\$15.00
CD-ROM/DVD Authoring ***	\$25.00
Advanced Technical Assistance ***	\$20.00
2-Way Video Conferencing ***	\$25.00
Video Recording ***	\$40.00
Video Conversion	\$2.00 per tape
CD-ROM/DVD Duplication	\$1.00 per disc
III. Miscellaneous:	
Batteries	
AAA cell	\$0.65
AA cell	\$0.60
C cell	\$1.50
D cell	\$1.75
9 Volt	\$2.00
<p>*Per Hour Rate per person. Line Charges are added to this base price. Room Rental Fees may apply. **Per Hour Rate per person. Travel, Location, and material fees are extra. ***Per Hour Rate per person. Does not include cost of media. Copyright clearance required. NO PAL to NTSC conversions for personal use.</p>	

Public Safety and Parking Price List	
Whole-Day Rental Rates	
Rental Type	Price
Both Lots (N and I)	\$200
One Lot Only (N or I)	\$150
Morning-Only Rental Rates	
Rental Type	Price
Both Lots (N and I)	\$150
One Lot Only (N or I)	\$100
Individual Space Rental Rate	
Rental Type	Price
Pay Parking Facility	\$10
Outside Pay Parking Facility	\$15
Rental Rates for Other University Parking Facilities	
<p><i>Other University parking facilities – listed below – are available for rental. All parking facility rentals outside the Pay Parking Facility (other than individual space rental) require the approval of the Director of Public Safety. The rental rates for available parking facilities are as follows:</i></p>	
Parking Lot	External Event
Lot D-Extension (55 available spaces) – adjacent to Recreation, Fitness and Wellness Center (RFWC) east of Rankin Lane. This does not include main Lot D west of Rankin Lane.	\$150
Lot O (124 available spaces) – east of RFWC; summer-only rental	\$150
Lot P (61 available spaces) – adjacent to the Physical Activity Center (PAC)	\$150
Lot M (136 available spaces) – south of Ruston Hall; summer-only rental	\$150
Lots A, B, C, D, E, F, G, H, J, K and L	\$75/Bay

DETAIL SECURITY RATES (2017 – 2018)
DEP = VCSO Deputy Sheriff
CO = USI Campus Officer
PA = USI Parking Attendant
SW = USI Student Worker

SHUTTLE SERVICE
\$10 per hour per worker for the duration of event

Prices Subject to change per the evaluation of Public Safety

Set-Up and Equipment Package	
\$55 Add-On Package (tax not included)	
Includes but is not limited to the following:	
Delivery of Equipment	Chairs
Set-Up	Tarping
Tear-Down	Trash Cans
Tables	Tents
*This package is tailored for locations on campus outside of the University Center facility	