FY2024
University Department Charge-back Rates
effective 07/01/2023

DEPARTMENTS

Audio/Video (A/V) Packages & Service	Method	Price		
Acoustic Music Performance - Service & Support	Unit	$600.00		
Banquet A/V - Service & Support	Unit	$400.00		
Ceremony Package - Service & Support	Unit	$450.00		
Dance Performance Audio - Service & Support	Unit	$600.00		
Extension Cords/Multi-Outlets - Service & Support	Unit	$75.00		
Lecture w/Powerpoint - Service & Support	Unit	$350.00		
Mitchell Auditorium - Event Support	Unit	$232.00		
Outdoor Movie - Service & Support	Unit	$600.00		
Panel Discussion - Service & Support	Unit	$500.00		
Press Conference - Service & Support	Unit	$350.00		
Reception Event - Service & Support	Unit	$300.00		
Variety Show A/V - Service & Support	Unit	$1,000.00		
Video-Only - Service & Support	Unit	$175.00		
Equipment (availability may vary based on location)	**Method**	**Price**		
Tables - 6' Banquet	Unit	$4.00		
Tables - 60" Round	Unit	$6.00		
Tables - 30" D Cocktail/HT (hi-top or low-top)	Unit	$8.00		
Tables - 36" D Cocktail/HT (hi-top or low-top)	Unit	$8.00		
Tables - 5'x18" Banquet // Available in limited locations	Unit	$4.00		
Tables - 5'x24" Banquet // Available in limited locations	Unit	$4.00		
Tables - 72" Round // Available in limited locations	Unit	$8.00		
Chairs - Black Mesh Folding	Unit	$1.25		
Chairs - Folding	Unit	$1.25		
Chairs - Stack	Unit	$1.25		
Coat Rack w/ Hangers (50)	Unit	$15.00		
Fire Pit & Wood (all inclusive for supplies)	Unit	$30.00		
Metal Easel	Unit	$3.00		
Pipe and Drape (8 foot increments)	Unit	$3.00		
Stanchion (Black Tension)	Unit	$5.00		
Stanchion (Chrome w/Blue Rope)	Unit	$5.00		
Trash can (Additional) - 32 Gallon Size	Unit	$3.00		
Wheelchair	Unit	$10.00		
8'x32"x18" Riser (Stage)	Unit	$60.00		
8'x4'x6" Riser (Stage)	Unit	$35.00		
Podium - Cherry Wood	Unit	$30.00		
Podium - Classroom Logo	Unit	$30.00		
Podium - Oak	Unit	$30.00		
Barricade - University Police to close road	Unit	$3.00		
Bike Rack - sidewalk closure or crowd control	Unit	$8.00		
Fees	**Method**	**Price**		
Event Services - Planning Support (Co-Sponsored)	Hourly	$65.00		
Late Cancellation (Event Space or Services)	Unit	$100.00		
Late Request Event Space	Unit	$200.00		
Late Request for Alcohol	Unit	$100.00		
Late Request for Services	Unit	$100.00		
Labor (Public Safety, Campus Facilities, and A/V)	**Method**	**Price**	**Min. Charge**	
Technical Manager (DUST) ***4 hour minimum	Hourly	$50.00	$200.00	
Senior Event Technician (Pro) ***4 hour minimum	Hourly	$40.00	$160.00	
Technical Operations Coordinator (Pro) ***4 hour minimum	Hourly	$45.00	$180.00	
Technician (Student)	Hourly	$18.00		
Technician - Trainee (disounted 100%)	Hourly	$0.00		
Electrician ***4 hour minimum	Hourly	$56.00	$224.00	*FY24 Rate Pending from Dept
Maintenance ***4 hour minimum	Hourly	$56.00	$224.00	*FY24 Rate Pending from Dept
Grounds Keeper ***4 hour minimum	Hourly	$45.00	$180.00	*FY24 Rate Pending from Dept
Shipping & Receiving	Hourly	$79.00		*FY24 Rate Pending from Dept
Transportation - Shuttle Request	Hourly	$79.00		*FY24 Rate Pending from Dept
Utility Crew - Setup/Breakdown	Hourly	$45.00		*FY24 Rate Pending from Dept
Custodian ***4 hour minimum	Hourly	$45.00	$180.00	*FY24 Rate Pending from Dept
Engineer ***4 hour minimum	Hourly	$58.00	$232.00	*FY24 Rate Pending from Dept
Building Manager: Extended Building Hours	Hourly	$15.00		
Public Safety Officer **Rate increase to $36.50 1/1/24 & 4-hour min.	Hourly	$35.00	$140.00	
University Police Officer ***4 hour minimum	Hourly	$85.16	$340.46	
University Police Sergeant ***4 hour minimum	Hourly	$90.11	$360.44	
Services from Public Safety	**Method**	**Price**		
Administrative Fee - Posting Street Signs	Unit	$50.00		
Unlock Doors - For Non-DragonCard Holders	Unit	$42.50		
Addding General Clearance - DragonCard Holders	Unit	$0.00		