

# SATELLITE STUDENT UNION/WHITFIELD HALL RENTAL FEES

University Student Union  
California State University, Fresno  
5280 N. Jackson, Rm 301/SU 36  
Fresno, CA 93740-8023  
(559)278-6024

## RECOGNIZED STUDENT AND UNIVERSITY ORGANIZATIONS:

1. **Not charging admission, registration fee, or accepting donations.** *Programs must be primarily attended by Fresno State students, faculty, and/or staff.*
  - a. No rental charge for the first four (4) hours of use. A fee of \$70 per hour will be assessed after the four (4) hour limit.
  - b. Technicians are \$15.00 per hour, per technician. There must be a minimum of 2 technician's in the building at all times. There may be more depending on your event.
  - c. Custodial Services, a minimum of \$150.00
2. **Charging admission, registration fee, or accepting donations.**
  - a. \$70.00 per hour, (minimum 2 hours).
  - b. \$840.00 all day rate (12 or more hours).
  - c. \$150.00 box office fee.
  - d. Technicians are \$15.00 per hour, per technician. There must be one technician in the building at all times. There may be more depending on your event.
  - d. A deposit of \$500.00 is required with reservation forms 4 weeks prior to event along with the entire estimated fee for security should your event require it.

Please make checks payable to CSUF Association.

*There is no rental charge for **rehearsals** if held between 8am to 5pm, Monday through Friday. If different than these hours, a \$70.00 per hour charge will be assessed. Technician, equipment and set up fees will apply if applicable.*

## ADDITIONAL CHARGES

\*\*\*To have **Snack Bar open** , must guarantee minimum of \$100.00 in sales. Group will be billed the difference in sales.Call 278-2019 .

\*\*\*If an event requires **Security** , charges will be quoted by University Police personnel. per hour, per officer depending on your event. Half of the estimated charges will be due 5 working days prior to your event.

\*\*\* **Dance Lighting (Mirror ball, Floor lights, Strobe)** is \$100.00.

\*\*\* **Projection System (DVD, VHS, PowerPoint)** is \$100 Departments/\$80 Recognized Stud. Orgs

\*\*\* **Clean -up/change of set up-fee** , minimum of \$100.00.

\*\*\* **Lavaliere Mic (wireless lapel)** is \$50.00.

\*\*\* **Cordless (handheld) Mic** is \$50.00.

\*\*\***Catering must be arranged with University food Services** - 278 -3904

**Any student organization or University dept./school using teh services of an off campus organization will be assessed the off campus organization rental rate. If an off campus organization usse the name of a student or university organization to avoid established rentalfees, the student or university organization will be held responsible for the rental fees which will reflect the off campus organization rental rate.**

*Confirmed events must be cancelled by the requestor at least 10 business days prior to the event. Cancellation after the 10 business day deadline will result in \$140 for on Campus groups and \$500 for Off-Campus Groups, the equivilant of a 2 hr. rental cancellation fee, 2 hours of technican per technician, \$150 custodial fee, and the responsibility for payment of all costs incurred by the SSU in preparation for the event.*

\*All rental rates subject to change\*