

RENTAL SPACES AT CMU – DETAILS AND PRICING | 2019-20

Great Hall (north side)	Cost per Session
120 people at round tables; 100-150 at stand-up reception	\$246.50
Laudamus Auditorium (north side)	Cost per Session
Up to 250 people	275.70
Heritage Lounge (north side)	Cost per Session
70 people at stand-up reception	\$83.05
Large Boardroom (north side)	Cost per Session
23-36 people; includes kitchenette	\$162.65
Small Boardroom (south side)	Cost per Session
10-12 people	\$27.60
Lecture Hall (south side)	Cost per Session
170 people theatre style seating	\$1583.50
Conference Room (south side)	Cost per Session
40 people boardroom style, 120 people theatre style, 70 people at rectangular tables	\$140.00
Classrooms (north and south side)	Cost per Session
Large – 35+ people	\$26.95 -
Small – 15-35 people	\$53.95
Seminar – less than 15 people	(depending on size)
Campus Grounds (north or south side)	Cost per Session
Open capacity	\$1242.40 - \$901.70 (depending on size required)

Note: A 15% discount is applied on facility rentals when booking for more than one consecutive session.

Note: Each day consists of three sessions; morning, afternoon, and evening (approximately 4-hour session.)

An extended session rate may be charged if renting before or after regular hours.

SET-UP RESOURCES | 2019-20

Table Cloths	Cost per cloth
	\$9.35
Tables	Cost per table
	\$11.60
Chairs	Cost per chair
	\$1.10 <small>(additional charges apply for large groups)</small>
Staging	Cost per Section
3' x 6' x 8' carpeted section	\$13.80
4' x 8' x 24' section	\$45.70
Sound Technician	Cost per Hour
	\$29.45
Screens	Cost per Session
	\$37.80 – 76.10 <small>(depending on size)</small>
Piano Maintenance / Tuning	Cost per Day
	\$114.65

Policies

- The use of alcohol, tobacco, or drugs is not permitted on campus.
- All decoration plans must be discussed with CMU staff prior to use of the property.
- CMU is striving to be a scent-free environment. In recognition of individuals who struggle with asthma, allergies and environmental/chemical sensitivities, please refrain from wearing fragrances and scented products on campus
- SOCAN – due to copyright regulations CMU reserves the right to invoice for SOCAN related fees.
- Rental groups are expected to keep facilities tidy by cleaning up their belongings, garbage, etc.