

Grand Rapids Community College
FACILITY USE AND FEE STRUCTURE
 Effective December 4, 2001

The following fee structure has been established for use of GRCC facilities. Certain base fees have been established for general classrooms and conference rooms. Standard fees have been established for technical staff support, custodial staff and security offices. Base fees will apply unless specific rates have been established for designated rooms or areas.

Grand Rapids Community College reserves the right to place restrictions on the use of the Premises in order to protect property, participants, students, employees, invitees, guests and non-participants.

Any use of college facilities by a non-college person, group, agency and/or company may be prohibited if the activity scheduled or proposed could: interfere with classes; create a health or safety risk; violate noise ordinances; create excessive litter; disrupt the GRCC campus; block traffic; destroy property, and/or violate State or Federal laws.

The College shall be the sole determiner of the risks identified above.

| Building | Room Name | Room Number | New Rental Rate on 4 hr. increments |
|----------|------------------|----------------------------------|-------------------------------------|
| All | Classroom | All except otherwise noted below | \$50 |
| All | Conference Rooms | All except otherwise noted below | \$50 |

Fee Schedule for Clinical Labs

The primary use of these facilities will remain that of serving the needs of our Allied Health degree seeking students, but to maximize utilization, these facilities are available for rental to meet increasing community needs and generate additional revenue for GRCC. Standard fees, established for staff support, custodial staff and security offices, throughout the campus system would apply. Base fees will apply unless specific rates have been established for designated rooms or areas.

| Building | Room Name | Room Number | Half Day Rate | Daily Rate | Weekly Rate |
|----------------|-------------|-------------|-------------------|---------------------|---------------|
| North Building | Nursing Lab | 302N | *\$250/per 4 hrs. | *\$400 up to 9 hrs. | Rental Varies |
| North Building | Nursing Lab | 303N | *\$250/per 4 hrs. | *\$400 up to 9 hrs. | Rental Varies |
| North Building | Nursing Lab | 309N | *\$250/per 4 hrs. | *\$400 up to 9 hrs. | Rental Varies |
| North Building | Nursing Lab | 310N | *\$250/per 4 hrs. | *\$400 up to 9 hrs. | Rental Varies |

* Standard Equipment is included in Room Rental fees. Special Equipment fees are additional and will vary by group. Up to 50% discount for tax supported institutions and/or annual agreements.

*Staff/Support Costs

| Building | Room Name | Room Number | Per Hour Rate |
|----------|----------------|--|---------------|
| All | Labs | Labs requiring technical staff will be assessed an additional \$25/hour | \$25/hour |
| All | All Facilities | Facilities used at times which require OT for custodial staff will be charged an additional per hour fee | \$45/hour |
| All | All Facilities | Uses requiring Security personnel (to be determined by the College) will be charged an additional fee | \$45/hour |

Designated Room/Area Fees

| Building | Room Name | Room Number | Rental Rate on 4 Hour Increments |
|------------|------------|-------------|----------------------------------|
| Main/North | Auditorium | 420 North | \$100.00 |

| Building | Room Name | Room Number | Rental Rate on 4 Hour Increments |
|--------------|--------------------|--------------------|----------------------------------|
| Tassell MTEC | Classrooms | | \$100.00 |
| | Double Classrooms | 204/206, 113/114 | \$150.00 |
| | Computer Room | 104 | \$250.00 |
| | Auto Classroom/Bay | 134, 144 | \$250.00 |
| | Atrium | | \$250.00 |
| | Conference Room | 101A | \$75.00 |
| | Conference Room | 101C | \$50.00 |
| | Industrial Labs | 190, 130, 140, 110 | Rental Varies |

- Utilization of a GRCC media technician is \$35.00/hr.
- Labs or events requiring GRCC technical staff will be assessed an additional \$100.00/hr. (2 hour minimum).
- If the MTEC is used at times requiring overtime for custodial staff and campus police, there will be a \$200.00/hr. fee including opening and closing.
- Contact phone number to schedule an event is 234-3800

| Building | Room Name | Hourly Rental Rates |
|---------------|--------------------|---------------------|
| Thompson MTEC | Classrooms | \$15.00/hour |
| | Computer/Tech Labs | \$50.00/hour |

| Building | Description | |
|----------------------|--|---|
| McCabe/Marlowe House | The GRCC Foundation owns and operates a century-old Victorian hospitality house located in the Heritage Hill district in Grand Rapids. Its unique Victorian setting and quiet, formal atmosphere will make your event a memorable one. Food is prepared and served by our Banquet Manager and students from GRCC's renowned Culinary Arts program. You may select from a wide range of menu items for breakfast, lunch, dinner or hors d'oeuvre parties. | Any donor or corporation contributing \$500 or more annually to the GRCC Foundation is allowed to use the house for hosting special events, small group meetings, family functions, parties or distinguished clients. |

Designated Room/Area Fees

| Building | Room Name | Room Number | Rental Rate on 4 Hour Increments |
|----------|----------------------|---------------|----------------------------------|
| ATC | Fountain Room | 118 | \$100 |
| | Lyon Room | 120 | \$100 |
| | Bostwick room | 122 | \$100 |
| | Ransom Room | 124 | \$100 |
| | Willow Court | 185 | \$90 |
| | Exec. Dining Room | 187 | \$90 |
| | Barclay Room | 189 | \$100 |
| | Heritage Dining Rm. | 190 | \$120 |
| | Heritage Terrace | | \$90 |
| | Atrium (per level) | | \$100 |
| | Art & Bev's | 202 | \$60 |
| | Art & Bev's Terrace | | \$30 |
| | Auditorium | 168 | \$250 |
| | Conference Rooms | | \$75 |
| | Industrial Labs | 135, 162, 177 | Rental Varies |
| | Classrooms | | \$50 |
| | All Labs W/Equipment | | Rental Varies |

- Utilization of video projection system in Auditorium is \$50.00 per event plus technician time at \$35.00/hr.
- Labs requiring technical staff will be assessed an additional \$100.00/hr. (2 hour minimum).

- If the ATC is used at times requiring overtime for custodial staff and campus police, there will be a \$200.00/hr. fee including opening and closing.

| Building | Room Name | Room Number | Rental Rate |
|-----------------|-----------------|-------------|--|
| Ford Fieldhouse | Gymnasium | | \$600/per day Non-profit \$1,200/per day Profit |
| Ford Fieldhouse | Natatorium | | \$60/per hour |
| Ford Fieldhouse | Balcony – Dance | 304 | *\$50/per hour |
| Ford Fieldhouse | Wrestling Room | 212 | *\$50/per hour |

- 4 Hour commitment is encouraged

Designated Room/Area Fees

| Building | Room Name | Room Number | Rental Rate |
|----------------|--|-------------|---|
| Music Center | Recital Hall | 200 | **\$200/per 4 hrs. |
| Music Center | Choral Room | 304 | **\$100/per 4 hrs. |
| Music Center | Classrooms | All | **\$50/per 4 hrs. |
| Music Center | Music Lab | 133 | **\$50/per hr. |
| Music Center | Recording Lab | 204 | **\$25/per hr. for student in program **\$35/per hr. for non-student |
| Student Center | Multi Purpose North | | \$100/per 4 hrs. |
| Student Center | Multi Purpose South | | \$100/per 4 hrs. |
| Student Center | Multi Purpose All | | \$150/per 4 hrs. |
| Student Center | Staff Dining Room | | \$100/per 4 hrs. |
| Student Center | | 205 | \$50/per 4 hrs. |
| Student Center | | 207 | \$50/per 4 hrs. |
| Student Center | Cafeteria | | \$150/per 4 hrs. |
| Student Center | Terrace 2 nd Floor | | \$90/per 4 hrs. |
| Student Center | Cafeteria/Terrace 2 nd Floor | | \$225/per 4 hrs. |
| Student Center | Lounge 3 rd Floor | | \$150/per 4 hrs. |
| Student Center | Terrace 3 rd Floor | | \$90/per 4 hrs. |
| Student Center | Lounge/Terrace 3 rd Floor | | \$225/per 4 hrs. |
| Student Center | Conference Room A | | \$50/per 4 hrs. |

| Building | Rental Rate |
|-----------------------------|-------------|
| Spectrum Theater | \$600/day |
| Science Building Auditorium | \$250/day |

** None of these include the use of any equipment. Any equipment will be by the hour. Music stands, risers, audio equipment, percussion equipment, piano and chairs at no charge.

Revised August 12, 2003
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