



# OSU ROOM RATES

Host your next event with the Otter Student Union!

## CONFERENCE ROOM RATES

ROOM INFO	STUDENT ORGS	CSUMB DEPTS	EXTERNAL CLIENTS
<b>STRAWBERRY Room 208</b> <b>Capacity:</b> 48 <b>Standard Setup:</b> Lecture of 50 <b>Amenities:</b> chairs+tables, e-net, data projector, 8' drop down screen, ceiling speakers	No Charge*	\$10/hr	\$40/hr
<b>GRAPE Room 210</b> <b>Capacity:</b> 60 <b>Standard Setup:</b> Classroom of 32 <b>Amenities:</b> chairs+tables, e-net, data projector, 8' drop down screen, ceiling speakers	No Charge*	\$15/hr	\$60/hr
<b>ARTICHOKE Room 211</b> <b>Capacity:</b> 14 <b>Standard Setup:</b> Conference of 14 <b>Amenities:</b> chairs+tables, e-net, 55" wall mounted display screen, webcam, ceiling speakers	No Charge*	\$5/hr	\$30/hr
<b>POPPY Room 308</b> <b>Capacity:</b> 48 <b>Standard Setup:</b> Classroom of 24 <b>Amenities:</b> chairs+tables, e-net, data projector, 8' drop down screen, ceiling speakers	No Charge*	\$10/hr	\$40/hr
<b>SAGE Room 310</b> <b>Capacity:</b> 60 <b>Standard Setup:</b> Open Square of 23 <b>Amenities:</b> chairs+tables, e-net, data projector, 8' drop down screen, ceiling speakers	No Charge*	\$10/hr	\$40/hr
<b>LUPINE Room 311</b> <b>Capacity:</b> 14 <b>Standard Setup:</b> Conference of 14 <b>Amenities:</b> chairs+tables, e-net, 55" wall mounted display screen, webcam, ceiling speakers	No Charge*	\$5/hr	\$30/hr

\*Recognized CSUMB Student Organizations are allotted up to two (2) meetings/events per week, per semester, free of charge. Additional events may incur a fee.

\*Multi-day Discount (must be consecutive days): 25% : 3-5 days, 30% : 6-14 days, 50% : 15 days & more

\*Hourly rates include audio/visual equipment noted in amenities.

\*Labor fees may be applied to changes to the standard set-up.

## BALLROOM RATES

ROOM INFO	STUDENT ORGS	CSUMB DEPTS	EXTERNAL CLIENTS
<b>FULL BALLROOM Room 101</b> <b>Capacity:</b> 700 <b>Setup:</b> Flexible <b>Amenities:</b> chairs+tables	\$75/hr*	\$100/hr	\$250/hr
<b>HALF BALLROOM (WEST) Room 101A</b> <b>Capacity:</b> 250 <b>Setup:</b> Flexible <b>Amenities:</b> chairs+tables	\$50/hr*	\$75/hr	\$175/hr
<b>HALF BALLROOM (EAST) Room 101B</b> <b>Capacity:</b> 250 <b>Setup:</b> Flexible <b>Amenities:</b> chairs+tables	\$50/hr*	\$75/hr	\$175/hr

\*Recognized CSUMB Student Organizations are allowed one (1) event up to two (2) hours in the OSU Ballroom, per semester, free of charge (includes Tier 1 A/V equipment rental). Additional events will incur a fee.

\*Multi-day Discount (must be consecutive days): 25% : 3-5 days, 30% : 6-14 days, 50% : 15 days & more

\*Audio/Visual equipment is not included in the OSU Ballroom rates, please refer to the OSU AV Rates for more information.

\*Flexible OSU Ballroom set-up can include banquet rounds, individual tables/classroom seating, or lecture-style seating.

## OSU BALLROOM PACKAGES

### PRICES LISTED FOR TWO (2) HOUR EVENT

#### **HALF BALLROOM** Tier 1 Audio and Tier 1 Projection

**Amenities:** chairs+tables, e-net, audio/visual package

#### **FULL BALLROOM** Tier 2 Audio and Tier 1 Projection

**Amenities:** chairs+tables, e-net, audio/visual package

STUDENT ORGS	CSUMB DEPTS	EXTERNAL CLIENTS
\$400	\$400	Contact for Price
\$700	\$700	Contact for Price

## OUTDOOR SPACE RATES

### OUTDOOR SPACE INFO

#### **BAYVIEW TERRACE\*** Capacity: 100

#### **INTER-GARRISON PLAZA**

#### **MAIN QUAD PLAZA**

\*Rates apply to exclusive use of the outdoor event space.

STUDENT ORGS	CSUMB DEPTS	EXTERNAL CLIENTS
No Charge	\$75/hr	\$100/hr
No Charge	No Charge	\$100/hr
No Charge	No Charge	\$100/hr

## ADDITIONAL FEES

### LABOR/EQUIPMENT FEE INFO

#### **EARLY OPEN/LATE CLOSE**

Rates applied to any event scheduled outside of normal building hours

#### **LABOR FEE**

#### **EASELS**

Folding plastic display easel - table top/floor

#### **SIGN STANCHIONS**

8.5x11 and 22x28 stanchion

#### **DANCE FLOOR**

#### **BASIC STAGE RISER (FOLDING RISERS)**

#### **AUDIO/VISUAL**

STUDENT ORGS	CSUMB DEPTS	EXTERNAL CLIENTS
\$100/hr	\$100/hr	\$100/hr
\$15.50/hr	\$15.50/hr	\$15.50/hr
No Charge	No Charge	\$5/hr
No Charge	No Charge	\$5/hr
Contact for Price	Contact for Price	Contact for Price
Contact for Price	Contact for Price	Contact for Price
Contact for Price	Contact for Price	Contact for Price

## ADDITIONAL INFO

- Specific spaces and hourly/daily rates to be determined by OSU Management. Please inquire about potential capacities of spaces.
- Complex set-ups and/or special requests may incur additional fees for event coordination, resources, and labor.
- All room rentals are subject to availability in accordance to the guidelines and procedures approved for the Otter Student Union.
- An administrative fee of 8% is applied to all invoices.