



Additional Resource Fees

Resources	Flat Rate	Hourly Rate	<4 hours per hour	>4 hours Flat Rate
Custodial – The custodial fee is required <u>per</u> building or event space used for each day. In some cases, additional custodial fees may be imposed for large events or extra cleaning deemed necessary.		\$48.73		
Weekend Custodial – Saturday and Sunday	\$194.92/day			
Security – Additional Security may be requested for an event. Additional Security may be required if deemed necessary by WVC Administration.		\$30.00		
On-Site IT Tech Assistance – Media and technical support services must be arranged at the time of booking the facility. Technical support fees may be imposed for events that require an on-site tech or for a location that requires an on-site tech to be present. The tech fee is a 1 hour minimum and is a per hour charge.		\$55.00		
On-Site IT Tech Assistance - The Grove Recital Hall – Technical support fees may be imposed for events at The Grove Recital Hall which require an on-site tech.			\$55.00	\$300.00
Set-Up/Take-Down - This custodial and set up/take down fee is required per building or event space if the space needs to be re-configured for the event or for configuration of a space that is not normally furnished.	\$100.00			
Special Set-Up/Take Down – Required for SRC and Gym over 50 guests.	\$400.00			
Smith Gym Floor Cover (required for non-sporting events)	\$450.00			

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Non-Refundable Cleaning Deposit For weddings and parties or events over 100 guests.	\$100.00			
Cancellation Fee - 24-hour notice is required. Cancellations are subject to a fee.	\$50.00			
Damage Fee – Furniture, Equipment or Contents	Cost of Replacement/Repair			

*All fees are subject to change and WVC reserves the right to change this schedule without prior notice.