

Facility Rentals

Meeting Room	Dimensions	Theatre	Banquet	Reception	Classroom	Conference	1-4 hrs	5-8 hrs
Faculty Club	20 x 30		48	30	25	14	\$150	\$250
Campus Center Conference Room	25 x 19.5	36	32		18	16	\$150	\$250
Dearden Room	18 x 18					8	\$150	\$250
Campus Center South Lounge – Fireside	35 x 35	125	96	75	48	36	\$250	\$400
Campus Center South Lounge – West	35 x 42	150	112	80	60	40	\$250	\$400
Klein Lecture Hall	28 x 39	132					\$250	\$400
Mezzanine	25 x 23	60	48	75			\$250	\$400
Science Lecture Hall	40 x 24	107					\$250	\$400
Rockland 148	23 x 36					23	\$250	\$400
Campus Center Main Lounge	38 x 76	250	200	150			\$500	\$800
Campus Center South Lounge	35 x 77	275	200	150	96		\$500	\$800
Roop Hall	55 x 46	250	160	100	105		\$750	\$1,000
Wachovia Theatre	60 x 43	270					\$750	\$1,000
Dining Hall	100 x 92.5		712	550			\$1,000	\$1,500
MPK Chapel	54 x 93	742					\$1,000	\$1,500

Athletic Facilities	Dimensions	Sq. Ft.	Ceiling Height	Seating Capacity	Daily Rate	Additional Information
Bollman Gym	98 x 153	14,994 sq. ft.	20'ends/40' ctr	2,200	\$1,000	3 basketball courts
LifeSports Center	237 x 127	30,999 sq. ft.	50'		\$750	4 basketball courts
Shirk Stadium				5,000	\$800	\$150/hr w/lights
Soccer Field					\$600	
Field Hockey Field					\$600	
Lacrosse Field					\$600	
Baseball Field					\$600	
Swimming Pool						\$90/hour inc. lifeguards

HOUSING ROOM RATES (all residence halls and apartments are air-conditioned)

- ☞ Double Occupancy Residence Halls \$15.00 (Maximum two per double room)
- ☞ Double Occupancy Apartments \$18.00
- ☞ Single Occupancy Residence Halls \$20.00
- ☞ Single Occupancy Apartments \$23.00

The above rates include room with micro fridge, residence hall access card and individual room key or combination.

INDIVIDUAL MEAL RATES AND STANDARD SERVING TIMES

- ☞ Breakfast \$6.00 7:00 to 8:30 a.m.
- ☞ Lunch \$7.50 11:00 a.m. to 1:00 p.m.
- ☞ Dinner \$9.50 4:30 to 6:00 p.m.

ADMINISTRATIVE/FACILITY FEES

- ☞ A \$4.50 per person, per day fee will be assessed to all overnight guests registered for the conference
- ☞ A \$10.00 per person, per day fee will be assessed to all non-overnight guests registered for the conference based on the daily average of participants

SUPPLEMENTAL SERVICES CHARGES

- ☞ Duplication/Photocopies: \$.25 per copy
- ☞ Facilities Personnel: \$25.00 per hour
- ☞ Linen Rental: \$12.00 per person, ordered in advance
- ☞ Lining of Athletic Fields: Fields lined at start of camp; relining fee is \$150.00 per field.
- ☞ Lost building access card: \$25.00 replacement fee
- ☞ Lost room key: \$50.00 replacement fee
- ☞ Meeting Room Usage: \$50.00 per hour
- ☞ Piano Moving: \$275.00 charge to move on or off stage
- ☞ Piano Tuning: \$100.00 charge
- ☞ Pillow: \$5.00 each
- ☞ Public Safety Personnel: \$25.00 per hour
- ☞ Tent: \$50.00 per day
- ☞ Theatre Stage Lighting and Sound: \$150.00 per day

ADDITIONAL INFORMATION

- ☞ All property rentals require prior approval and completed Facilities Usage Agreement.
- ☞ Outside groups must provide a certificate of liability insurance with Albright College named as additional insured.
- ☞ Special Events General Liability Insurance for individuals is available through Educational & Institutional Insurance Administrators, Inc. (www.eiia.org).

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