

## Cal Poly Humboldt Facility Use Pricing

Fees are effective beginning July 1, 2022

	EXTERNAL		STATE ENTITIES - Rate A		STATE ENTITIES - Rate B	
	100%		0%		20%	
	0-4 hrs	4+ hrs	0-4 hrs	4+ hrs	0-4 hrs	4+ hrs
<b>Meeting and Conference Rooms</b>						
Small Lecture / conference, capacity 5-50	\$75	\$150	\$0	\$0	\$15	\$30
Medium Lecture/conference, capacity 51-130	\$175	\$350	\$0	\$0	\$35	\$70
Large Lecture/conference, capacity 150+	\$300	\$600	\$0	\$0	\$60	\$120

### Performing Arts Facilities - for special events contact CES for a quote

<b>Theatre - Gist Hall, capacity 128 (includes box office)</b> <i>requires additional personnel (meeting/lecture - minimum of 1 person/3 hrs. each; performance - minimum of 2 people/5 hrs. each)</i>	\$250	\$500	\$0	\$0	\$50	+\$100
<b>Fulkerson Recital Hall, capacity 227</b> <i>requires additional personnel if control box utilized - 1 person/3 hrs</i>	\$250	\$500	\$0	\$0	\$50	\$100
<b>John Van Duzer Theatre (JVD), capacity 750</b> includes theatre, stage, lobby, dressing rooms <i>requires additional personnel (meeting/lecture - minimum of 2 person/5 hrs. each; performance - reach out for quote)</i>	\$500	\$1,000	\$0	\$0	\$100	\$200
Load in/load out/rehearsal days (NO SHOW/GUESTS)	\$200	\$400	\$0	\$0	\$40	\$80

### Courtyards and Quads

Founders Hall Courtyard & Foyer	\$150	\$300	\$0	\$0	\$30	\$60
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### Outdoor Fields and Facilities - for special events contact CES for a quote

<b>Playing Fields</b> (Softball field, upper playing field, grassy area)	\$250	\$500	\$0	\$0	\$50	\$100
<b>College Creek Soccer Field</b>	\$350	\$700	\$0	\$0	\$70	\$140
-- With lockers	+\$100	+\$150	\$0	\$0	\$20	\$30
<b>Redwood Bowl</b> (includes: bleachers, field, track, plaza)	\$1,000	\$2,000	\$0	\$0	\$200	\$400
-- With lockers/showers	+\$200	+\$300	\$0	\$0	\$40	\$60
-- With lights	+\$100	+\$100	\$0	\$0	\$20	\$20
<b>Redwood Bowl - limited track use only</b>	\$250	\$500	\$0	\$0	\$50	\$100

**Indoor Athletic Facilities- for special events contact CES for a quote**

<b>Forbes Gymnasium - East Gym</b>	\$500	\$1,000	\$0	\$0	\$100	\$200
<b>West Gym (no bleachers)</b>	\$500	\$1,000	\$0	\$0	\$100	\$200
<b>Lumberjack Arena (includes arena, lobbies and lockers)</b>	\$1,250	\$2,500	\$0	\$0	\$250	\$500
<b>Swimming pool- requires CPO</b>	\$500	\$1,000	\$0	\$0	\$100	\$200
includes pool, locker rooms and showers						
<i>* additional fee for lifeguard services</i>						
<b>Dance studio &amp; warm-up area</b>	\$150	\$300	\$0	\$0	\$30	\$60
<b>Fieldhouse</b>	\$700	\$1,400	\$0	\$0	\$140	\$280
<b>Student Recreation Center (SRC)</b>	\$300	\$600	\$0	\$0	\$60	\$120
includes Cardio & Lifting Area						
<i>* additional fee for rock wall staff</i>						

**Parking Lots** - Parking Services calculates a parking lot usage fee based on the number of parking spaces used in a parking lot for an event.

**STATE RATE A**

State Entities (approved university users defined as Cal Poly Humboldt, other CSU, and/or Chancellor's Office programs, units, departments, or college organizations funded by the CSU Operating Fund) hosting events that support the university mission, that do not collect monies for attendance will not incur facility rental fees. Charges may occur for additional equipment, services, or labor as required by the facility or requested by the user. State entity must be responsible for initiating, planning and executing and must be present for the entire event.

**STATE RATE B**

For events hosted by state entities (defined as Cal Poly Humboldt, other CSU, and/or Chancellor's Office programs, units, departments, or college organizations funded by the CSU Operating Fund), not tied to academic coursework, where fees are charged for participation, registration, or entry to events, university users will be responsible for a portion of the facility fees and will be responsible for reimbursing any facility costs that total \$100 or more combined. Charges may occur for additional equipment, services, or labor as required by the facility or requested by the user. Affiliates are not permitted to host an activity in which another organization is benefiting from the use of it nor conduct a personal commercial activity, as this will result in fees being applied to event as an external entity. State entity must be responsible for initiating, planning and executing and must be present for the entire event.

**Additional Information**

- An 8% administrative fee for conference & event services, with a \$25 minimum, will be assessed for planning and coordination of all events.
- Fees are subject to change for events requiring extraordinary set-up/clean-up.
- Some facilities (i.e. athletics, performance) may require professional staffing and/or equipment at an additional cost.
- If the University determines that security is required for an event, Public Safety and/or Risk Management will provide an estimate for the additional cost.
- Prices do not include equipment rental charges.
- Rental of University facilities are dependent upon availability of facilities and University staffing.
- Rates are subject to increase annually on July 1st based on review by VP of Finance and Administration.