

FACILITIES FEES

(25% Discount Listing for Non-Profit Organizations)

Facilities Fees for University of Maine at Presque Isle
Effective May 3, 2017

Campus Center rental spaces at UMPI

Room/Area	Max Capacity (Chairs Only)	Max Capacity (Tables & Chairs)	Less than 5 Hours	Per Day	Please note:
St. John Room	80	45	\$115 (\$86)	\$185 (\$140)	
Aroostook Room	100	60	\$115 (\$86)	\$185 (\$140)	
Allagash Room	100	60	\$115 (\$86)	\$185 (\$140)	
Multi-Purpose Room	300	220	Not available	\$485 (\$364)	
Alumni Room		22	\$115 (\$86)	\$185 (\$140)	
CC118	40	34	\$115 (\$86)	\$185 (\$140)	
CC112	50	48	\$75 (\$56)	\$95 (\$71)	
Owls Nest		75	\$115 (\$86)	\$185 (\$140)	Limited Rental
Top of the Stairs Space	6	3	\$25	\$25	Limited Rental

Additional rental spaces available at UMPI

Room/Area	Max Capacity (Chairs Only)	Max Capacity (Tables & Chairs)	Less than 5 Hours	Per Day	Please note:
Kelly Commons	235		\$200 (\$150)	\$400 (\$300)	
Wieden Auditorium	350		\$200 (\$150)	\$400 (\$300)	Tech Support (Sound & Light Person): \$25pp/per hour
Wieden Gym	600-1200		\$200 (\$150)	\$400 (\$300)	Floor Covering: \$25pp/per hour
Locker Rooms			\$50 (\$37.50)	\$70 (\$52.50)	
Classrooms	10-86		\$30 (\$22.50)	\$50 (\$37.50)	

Seating in all rooms varies depending on desired set-up.

- Technological Support (outside regular business hours) : \$35. pp per hour
- F&B: There is a 15% Service Fee on all catering orders as well as an 8% Food Tax
- Groups that require the use of the MPR to decorate the day before will be charged a \$120 cleaning fee
- Staging required: \$75
- Grand Piano Rental: \$75
- Flip Charts with easel pads: \$15
- Outdoor directional or parking signs (per sign): \$8

Campus organizations and/or departments sponsoring off-campus (must be non-profit) organizations to utilize campus facilities will be charged a fee negotiated based on the proceeds for the event and minimally \$2 per person to defer heat and staffing costs.

Non-profit organizations will receive a 25% discount on the approved facility fee listed above. The discount is ONLY applied to facility fees and not to staff fees.

Audio Visual Equipment available in the building is included in the facility usage fee. Video and audio equipment brought to the building from Media Services will be priced per item requested.

Food catering must be arranged through Conferences with the campus food service for accounting purposes. Any food service delivered outside the campus center is subject to a delivery fee.

If an event is booked on a legal, regular, or family holiday (which begins at 5PM the evening before) the client will be charged accordingly for staffing of the facility. For Family Holidays (New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, the day after Thanksgiving, and Christmas Day) the charge will be \$35 per hour, per staff person with a minimum of 3 hours. For Regular Holidays (Martin Luther King, Jr. Birthday, Presidents Day, Patriot's Day, Columbus Day and Veteran's Day) the charge will be \$25 per hour, per staff person with a minimum of 3 hours.

Room Capacities

Multi-Purpose Room (rm 202-204):

With curtain storage

2723.76 sq. ft.

Standing room only: 389 people

With tables & chairs: 181 people

Multi-Purpose Room (rm 202-204):

Without curtain storage

2948.4 sq. ft.

Standing room only: 421 people

With tables & chairs: 197 people

St. John Room (202):

With curtain storage

963.9 sq. ft.

Standing room only: 138 people

With tables & chairs: 64 people

St. John Room (202):

Without curtain storage

739.26 sq. ft.

Standing room only: 106 people

With tables & chairs: 49 people

Aroostook Room (203):

972 sq. ft.

Standing room only: 139 people

With tables & chairs: 65 people

Allagash Room (204):

1012.5 sq. ft.

Standing room only: 145 people

With tables & chairs: 68 people

Alumni Room:

768.96 sq. ft.

Standing room only: 110 people

With tables & chairs: 51 people

CC112 Room:

768.96 sq. ft.

Standing room only: 110 people

With tables & chairs: 51 people

CC118 Room:

Standing room only: 98 people

With tables & chairs: 46 people

As a classroom: 34 people

Owl's Nest:

Standing room only: 242 people

With tables & chairs: 113 people