

**SALISBURY UNIVERSITY**  
**OFFICE OF CONFERENCE PLANNING & FACILITIES RESERVATIONS**  
**FACILITY RATES**  
**EFFECTIVE January 15, 2018**  
**(Revised 9/23/19)**

Rates - (rounded to the nearest dollar)									
Facility	Maximum Capacity			Co-sponsored/Adjunct Users <i>when a registration fee and/or testing fee is charged.</i>			Non-University Related Events		Remarks for Use of Facilities
				Prepaid Users	Profit (Market Price)		Full Day 50% of Market Price	1/2 Day 25% of Market Price	
				+Recovery Cost Only					
<b>*GUERRIERI STUDENT UNION</b>									
Wicomico Room	220-400	NC	\$ 633	\$ 317	\$ 158		\$ 475	\$ 411	Charge for Wic. Rm. is based on 8 hrs of use. Add't usage shall be charged @ 50.00/hr. *
Nanticoke Room: A-B-C (as 1 Room)	72-170	NC	\$ 231	\$ 116	\$ 58		\$ 173	\$ 150	*
Nanticoke A	24-80	NC	\$ 143	\$ 72	\$ 36		\$ 107	\$ 93	
Nanticoke B	28-60	NC	\$ 110	\$ 55	\$ 28		\$ 83	\$ 72	
Nanticoke C	16-35	NC	\$ 94	\$ 47	\$ 24		\$ 71	\$ 61	
Nanticoke A&B	50-108	NC	\$ 176	\$ 88	\$ 44		\$ 132	\$ 114	
Choptank Room	15-28	NC	\$ 90	\$ 45	\$ 23		\$ 68	\$ 59	
Pocomoke Room	22-48	NC	\$ 99	\$ 50	\$ 25		\$ 74	\$ 64	
206	22-48	NC	\$ 99	\$ 50	\$ 25		\$ 74	\$ 64	
* \$50 administrative fee may apply based on type of event. To be determined by Conference Planning Director.									
+Recovery Costs include: Labor - custodial, support services, technical staff support, and security services (if required) and expenses related to facility fees or physical damage to facility or properties.									
<b>DOWNTOWN ART GALLERY</b>	TBD	NC	\$ 133	\$ 67	\$ 33		\$ 100	\$ 86	Hourly rate (2 hr. minimum). \$100 flat cleaning fee. Availability limited around exhibit schedule.

**Facility**

**Capacity**

**Prepaid  
Users**

**Profit (Market  
Price)**

**Full Day 50%  
of Market  
Price**

**1/2 Day 25% of Market  
Price**

**Non Profit  
75% of  
Market  
Price\***

**Faculty, Staff,  
Alumni, and Major  
Donors 65% of  
Market Price**

**THE COMMONS**

Bistro Room

250 NC

\$

735 \$

368 Lang (x-none)/MCID 9 BDC q36.96 NC CeA 9 046 03.12r6 447. Tdm(one)/6 n 9 BD184iceA 9 046 09712r6 447. Tdm(q36.96 447) NC PriceA 9 046





Facility	Capacity	Prepaid Users	Profit (Market Price)	Full Day 50% of Market Price	1/2 Day 25% of Market Price	Non Profit 75% of Market Price	Faculty, Staff, Alumni, and Major Donors 65% of Market Price	Remarks for Use of Facilities
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10. Additional fees will apply for events scheduled during non-campus building hours; rates for services may vary per building to include a building supervisor, custodial services and technical staff support.
11. An Event Planner (fees apply) is required on site when the Alumni House is open; rehearsals on Friday must start after 5 p.m. Rental and payment of chairs , tables or tents is the customer's responsibility. Availability of a rain location will be determined. Additional terms and conditions apply.
12. Atrium Lobby area is not available for non-academic events while classes are in session during academic year. (To be determined and discussed with Conference Planning)  
Setup of this area must first be discussed with Conference Planning and Catering Manager before use of facility is determined.