

SPACE FEES, DUC

There are no room fees for sanctioned student groups and Emory departments.

<u>ROOM</u>	<u>CAPACITY</u>	<u>FEE</u>
Trustee	18	\$18/hour
Alumni	18	\$18/hour
Faculty Dining Rm	90	\$260/4 hours then \$10/hour
Winship Ballroom	210	\$415/4 hours then \$10/hour
Harland	198	\$315/4 hours then \$10/hour
Room 250E	22	\$18/hour
Room 251E	12	\$15/hour
Room 362E	25	\$18/hour
Room 363E	35	\$18/hour
Room 355E	42	\$18/hour
Room 544E	16	\$15/hour
Commons	1067	\$360/4 hours then \$10/hour
Dining Terraces	500	\$360/4 hours then \$10/hour
Outside Terraces	----	\$360/4 hours then \$10/hour
Vendor Tables	----	\$50/1 table, \$65/2 tables
TV/Grad Lounges (by exception)	----	\$90/4 hours, then \$10/hour
DownUnder (by permission)	----	\$105/4 hours, then \$10/hour

1. No fees will be assessed if the attending group consists predominately of Emory University students, faculty, and/or staff and if the program furthers the educational mission of the University.

2. For affiliates or sponsored departmental groups, reservations may be made 60 days in advance for programs during the academic semester, and up to one year in advance for break-time programs. Breaks will include Winter break, Spring break and Fall break. For all summer academic sessions and breaks, reservations must be cleared with the Conference Office as all DUC space is held for them until their summer schedule is confirmed. Requests for space by non-Conference users may be cleared if the Conference Office is able to release it.

Updated 05/09