



Facilities Utilization Fees

*15% Facility Preservation Surcharge, before discount, is required of all groups.
Space is reserved on a first come, first served basis.*

PLEASE NOTE: *Facilities within the Robert R. Jorgensen Athletic/Event Center are not available for use by the public until three months prior to the requested date unless they fall into one of the three specific criteria listed below:*

1. Over 1,000 attendees (bona fide open house)
2. Minimum of \$5,000.00 in revenue
3. Significant, and proven, benefit to the greater Mohawk Valley region

Rome Campus:

Per Hour Rate:

Plumley Complex (PC)

Library Small Meeting Room (Room 131)	30.00
Conference Room (Room L33)	30.00
Armond J. Festine Auditorium (Room A10)	50.00

Rome Academic Building (RA)

Hospitality Dining Room (Room 108B)	90.00
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Utica Campus:

Alumni College Center (CC)

Interlude	50.00
Snack Bar	60.00
Conference Room (Room 116)	80.00

Information Technology Building (IT)

Small Meeting Room (Rooms 218 or 220)	30.00
Excellus BCBS Conference Room	70.00
Dr. Michael I. Schafer Theater (3-Hour Minimum)	100.00
Green Room	75.00 per day
Dressing Rooms	30.00 per day

Robert R. Jorgensen Athletic/Event Center (JC)

Racquetball Courts	40.00
Yoga/Aerobics Studio	50.00
Multi-Purpose Room	60.00
Pool	75.00
Playing Fields	80.00
Gymnasium (Performance)	100.00
*Field House	
Full Events Center	500.00 (\$4,000.00 for full day use; 8+ hours)
Field House (Individual Bays or Track Only)	100.00

***Rental groups should focus on the following date ranges for events held within the Field House:** *Weekends from late May – mid August, weekdays (after 4:00 p.m.) from late May – mid August, weekends from late December – mid January, Saturdays (after 4:00 p.m.) and Sundays (prior to 1:00 p.m.) during academic terms.*

Other:

Lobby Space, Classrooms, or College Green/Quads	30.00
Computer Labs	45.00
Lecture Halls	50.00

Additional Charges: *Prevailing wage rates will be applied where applicable for services including maintenance, audio/visual, front of house, stagehand, public safety, and lifeguards.*



Facility Preservation Surcharge (required of all groups)	15% of Facilities Utilization Fees (before discount)
Cancellation Fee (if less than 7 days prior to event)	25% of quoted Facilities Utilization Fees
Clean-Up Fee (required w/ pre-approved concessions or if deemed necessary)	100.00 flat-fee minimum (or actual personnel hours)
Table	1.00 per chair
Chairs (Regular/Plastic)	\$0.25 per chair
Chairs (Padded w/ Hawk logo – ONLY when using Field House/Gym)	\$0.50 per chair
Athletic Scoreboard – Flip Chart	\$5.00 per flip chart
Athletic Scoreboard – Electronic	\$50.00 per day + labor
Audio-Visual, Theatrical, and Other Equipment	Per advance with Technical Assistant Staff

Facilities Utilization Fee Waivers/Discounts

The following considerations are applicable as indicated for facility utilization.

Mohawk Valley Community College (MVCC)

1. No room rental charges will be assessed.
2. Applicable additional charges will be assessed on a case-by-case basis.

Oneida County and its Agencies

1. No room rental charges will be assessed, unless otherwise negotiated.
2. Applicable additional charges will be assessed on a case-by-case basis.

Other Governmental Agencies

1. No room rental charges will be assessed for occasional use.
2. Applicable additional charges will be assessed on a case-by-case basis.

MVCC Foundation Donors

1. At the discretion of the College, room rental charges may be waived.
2. Any applicable additional charges will be assessed per the fee schedule.

Oneida County School Districts

1. Room rental charges will be assessed at 25% of the approved fee schedule.
2. Any applicable additional charges will be assessed per the fee schedule.

Not for Profit Organizations

1. Room rental charges will be assessed at 50% of the approved fee schedule.
2. Any applicable additional charges will be assessed per the fee schedule.

NYS Departments

1. Room rental charges will be assessed at 75% of the approved fee schedule.
2. Any applicable additional charges will be assessed per the fee schedule.

For Profit Organizations

1. Room rental charged will be assessed at 100% of the approved fee schedule.
2. Any applicable additional charges will be assessed per the fee schedule.