



Additional Resource Fees

| Resources | Flat Rate | Hourly Rate | <4 hours per hour | >4 hours Flat Rate |
|--|---------------------|-------------|-------------------|--------------------|
| Custodial – The custodial fee is required <u>per</u> building or event space used for each day. In some cases, additional custodial fees may be imposed for large events or extra cleaning deemed necessary. | | \$48.73 | | |
| Weekend Custodial – Saturday and Sunday | \$194.92/day | | | |
| Security – Additional Security may be requested for an event. Additional Security may be required if deemed necessary by WVC Administration. | | \$30.00 | | |
| On-Site IT Tech Assistance – Media and technical support services must be arranged at the time of booking the facility. Technical support fees may be imposed for events that require an on-site tech or for a location that requires an on-site tech to be present. The tech fee is a 1 hour minimum and is a per hour charge. | | \$55.00 | | |
| On-Site IT Tech Assistance - The Grove Recital Hall – Technical support fees may be imposed for events at The Grove Recital Hall which require an on-site tech. | | | \$55.00 | \$300.00 |
| Special Set-Up/Take-Down - This set-up/take-down fee is required per building or event space if the space needs to be re-configured for the event or for configuration of a space that is not normally furnished. Required for SRC and Gym set up over 50 guests. Required for special equipment set ups including but not limited to dance floor, matts, tarps, etc. | \$100.00 - \$400.00 | | | |
| Smith Gym Floor Cover (required for non-sporting events) | \$450.00 | | | |



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| Non-Refundable Cleaning Deposit For weddings and parties or events over 100 guests. | \$100.00 | | | |
| Cancellation Fee - 24-hour notice is required. Cancellations are subject to a fee. | \$50.00 | | | |
| Damage Fee – Furniture, Equipment or Contents | Cost of Replacement/Repair | | | |

*All fees are subject to change and WVC reserves the right to change this schedule without prior notice.