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**GENERAL FEE STRUCTURE  
EXTERNAL (NON-AFFILIATED) ENTITIES FOR FACILITY USE  
WILLIAMSON CAMPUS**

**Williamson Building Codes:**

FADM (Administration Building)

FHUM (Sargent Humanities Building)

FSCI (Sciences Building)

**(Note: Other facilities at the College may be used by special agreement. Computer and Sciences Labs are not available for use by Non-Affiliated Entities.)**

**The fees listed below are all-inclusive and include the following:**

- Set-up/Tear-down
  - Layouts for outdoor events must be approved and can have an additional charge as noted in the pricing below.
- Limited IT/AV Support
  - Limited support includes a technician being present for the beginning of the meeting/event and ensuring technology is working properly. It also includes being accessible during the event. If IT or AV technician is needed on-hand for the entire event, an additional charge of \$30 per hour may be assessed.
- Security
- Custodial Services
- There may be other fees associated with an event. Charges may exceed those listed if an outside contractor is used to deliver a service. Actual fees will be provided to the user prior to confirmation.

## WILLIAMSON CAMPUS FACILITY RENTAL CHARGES

Facilities	Capacity	Location	Hourly Rate (2 hr. minimum)	Daily Charge (8 hr. maximum)
General Purpose Classrooms and Seminar Rooms*	Varies		\$150 (2-4 hrs.) \$50 ea. additional	\$400 (Mon.-Thurs.) \$500 (Fri.-Sun.)
Community Room (includes kitchen)				\$1000 (Mon.-Thurs.) or \$500/ea. room \$100 (Veranda)
Dr. Kenneth & Linda Moore Executive Conference Room	150	FADM 221, 223	\$125	\$1500 (Fri.-Sun.) \$250 (Veranda)
Mayor Ken Moore, MD Oval**	24	FADM 226 Outside of Community Room (FADM 221, 223)	\$75 \$75	\$500 (Mon.-Thurs.) \$600 (Fri.-Sun.) \$500

\*Hours begin at set-up by the applicant/sponsor and end at pack-up of function.

\*\*Set-up not included and layout must be approved.

*Parking availability must be considered for all events that occur during regular class times.*