



MEETING & RECEPTION SPACE RATES

The capacity listed above is the maximum capacity of each space. Rate includes tables, chairs, and audiovisual equipment existing in the space. If additional equipment is needed the capacity is reduced and additional fees may apply. Please contact the Events Coordinator for specifics on room setups. Limited student organization discounts may be available. Please contact the Events Coordinator for details.

ROOM	CAPACITY	WEEKDAY RATE		EVENINGS AND WEEKENDS FEE* (Plus Security - 4 hour minimum)	
		REGULAR	DEPARTMENT DISCOUNT	REGULAR	DEPARTMENT DISCOUNT
Governors Hall	120 – seated at rounds	\$300/hour	\$150/hour	\$450/hour	\$225/ hour
	200 – theater style				
	400 – standing reception (Includes adjacent public spaces)				
J. Sam Guy Dining Room	14 – seated meal or meeting requiring a conference table	\$80/hour	\$40/ hour	\$150/hour	\$75/hour
Jake Ward Room	12 – seated meal or meeting requiring a conference table	\$80/hour	\$40/hour	\$150/hour	\$75/ hour
Prentice Miller Room	18 – seated meal or meeting requiring a conference table	\$80/hour	\$40/hour	\$150/hour	\$75/hour
Luke Clegg Suite	24 – meeting requiring a conference table, classroom style or 2 break out groups of 12	\$100/hour	\$50/hour	\$200/hour	\$100/hour
	40 – lecture or presentation				
Schley Family Library	8 – seated meal or meeting requiring a conference table	\$80/hour	\$40/hour	\$150/hour	\$75/hour

All events in Governors Hall and meeting rooms requiring catering must include setup and breakdown time.