

CCMES ROOM RESERVATION RATES	Default Set-Up (other set-ups may be available)	Category 5a	Category 6	Category 7			C2 - C7 Set-up Fee	C2 - C7 Clean Up Fee as needed	C2 - C7 No Show Fee	C2 - C7 Damage Fee	C2 - C7 Non-regular Hours Fee***
		Department Special Programs*	Dept/CSO/RIO sponsored event**	NON-UH groups; Private individuals							
Campus Center						DAILY RATE*					
203A (373.7sq)	24 Conf	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
203B (366.3sq)	24 Conf	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
203C (366.3sq)	24 Conf	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
NOTE: CC 203A, 203B, and 203C can be combined in to one large room.											
203E (721.7sq)	32 Ban	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$25.00	\$50.00	\$25.00	\$100.00	\$115/hr	
Executive Dining (1272.4sq)	80 Ban	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$30.00	\$50.00	\$25.00	\$100.00	\$115/hr	
CC Ballroom 301A,B & C (6240sq)	562 Aud/350 Ban	N/A	20% off C7 rate	\$450 (1-4 hrs) \$180 add'l hr	\$100 each add'l hr \$480 (7-10 hrs)	\$100.00	\$225.00	\$150.00	\$300.00	\$115/hr	
301 A (2730sq)	200 Aud/150 Ban	N/A	20% off C7 rate	\$135 (1-4 hrs) \$100 each add'l hr	\$435 (7-10 hrs) \$100 each add'l hr	\$40.00	\$75.00	\$50.00	\$100.00	\$115/hr	
301 B (1820sq)	150 Aud/100 Ban	N/A	20% off C7 rate	\$135 (1-4 hrs) \$100 each add'l hr	\$435 (7-10 hrs) \$100 each add'l hr	\$30.00	\$75.00	\$50.00	\$100.00	\$115/hr	
301 C (1690sq)	162 Aud/100 Ban	N/A	20% off C7 rate	\$135 (1-4 hrs) \$100 each add'l hr	\$435 (7-10 hrs) \$100 each add'l hr	\$30.00	\$75.00	\$50.00	\$100.00	\$115/hr	
301 A/B (4550 sq ft) DAILY RATE	350 Aud/250 Ban	N/A	20% off C7 rate	\$315 (1-4 hrs) \$100 each add'l hr	\$615 (7-10 hrs) \$100 each add'l hr						
301 B/C (3510 sq ft) DAILY RATE	312 Aud/200 Ban	N/A	20% off C7 rate	\$270 (1-4 hrs) \$100 each add'l hr	\$570 (7-10 hrs) \$100 each add'l hr						
307 (504sq)	45 Aud	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
308 (756sq)	50 Aud	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
309 (504sq)	37 U-shape	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
310 (486sq)	36 Conf	75% off C7 rate	100% discount	\$32/hr	\$210 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
NOTE: CC 307, 308, 309, 310 can be combined in to one large L-shape room.											
CC Courtyard Arc		\$50 + tech fee for set-up	\$250 + tech fee for set-up (1-4 hrs) \$450 + tech fee for set-up (4+ hrs)	\$250 + tech fee for set-up (1-4 hrs) \$450 + tech fee for set-up (4+ hrs)		\$20/hr	\$50.00	\$25.00	\$100.00	\$115/hr	
CC Courtyard Full Fair		\$90 + tech fee for set-up	\$450 + tech fee for set-up (1-4 hrs) \$650 + tech fee for set-up (4+ hrs)	\$450 + tech fee for set-up (1-4 hrs) \$650 + tech fee for set-up (4+ hrs)		\$20/hr	\$50.00	\$25.00	\$100.00	\$115/hr	
Hemenway Hall											
201 (Studio)	Studio (no air con)	75% off C7 rate	100% discount	\$27/hr	\$175 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
204	37 U-shape	75% off C7 rate	100% discount	\$27/hr	\$175 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
208 (Studio)	Studio (no air con)	75% off C7 rate	100% discount	\$27/hr	\$175 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
215	24 Conf	75% off C7 rate	100% discount	\$27/hr	\$175 (7-10 hrs) \$50 each add'l hr	\$20.00	\$50.00	\$25.00	\$100.00	\$115/hr	
211	33 U-shape (phone and data jack)	75% off C7 rate	100% discount	\$27/hr	\$175 (7-10 hrs) \$50 each add'l hr	AS IS	\$50.00	\$25.00	\$100.00	\$115/hr	
Hemenway Courtyard		100% discount + tech fees for set-up	\$100 + tech fees for set-up	\$100 + tech fees for set-up	N/A	\$20/hr	\$50.00	\$25.00	\$100.00	\$115/hr	
Technician (on-site, staff)		\$22/hr	\$22/hr	\$22/hr	N/A	N/A	N/A	N/A	N/A	\$22/hr	
Technician (off-site, staff)		\$25/hr	\$25/hr	\$25/hr	N/A	N/A	N/A	N/A	N/A	\$25/hr	
Charged Events						15% of gross proceeds or rental rate whichever is higher					
Table Reservation		75% off C7 rate	\$100.00	\$100.00	N/A	N/A	N/A	\$25.00	N/A	N/A	
		Cancellation fee of \$25 per room applies.									
Open Market		N/A	N/A			\$35/day or \$50/day (2 or 3 table space)	\$100/day (CC Courtyard Arc space)				

CATEGORY 5a*: UH Department Special Programs - Applies to Department events that charge attendees a registration fee to attend the event and attendees are non-fee paying students. These events occur in break-out meeting rooms.
CATEGORY 6**: UH Department/Chartered Student Organization/Registered Independent Organization Sponsored event - Event sponsored by University Department/RIO/CSO primarily for the benefit of participants outside of University, including commercial entities.
CATEGORY 7: All others