



# EVENT SUPPORT

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## ROOM RENTAL

Location	Room Rental Up to 4 hours	Each ADD'L Hour
Ballroom 1	\$400	\$200
Ballroom 2	\$400	\$200
Ballroom 3	\$400	\$200
Ballroom 1-2	\$800	\$400
Ballroom 1-3	\$1200	\$600
University Club Restaurant	\$500	-
UAS executive Boardroom	\$300	-

*Rental Fee Waived For Campus State funded  
events with a \$600 Food and Beverage minimum*



## ROOM CAPACITY CHART

	Total Sq. Ft	Room Style	Classroom Style	Theater Style	Reception Style	Conference Style	Banquet 10	U Shape	Vendor Style
<b>Ballroom 1</b>	2,584	68x38	110	200	200	48	150	35	25
<b>Ballroom 2</b>	2,720	68x40	110	200	200	48	150	35	25
<b>Ballroom 3</b>	2,584	68x38	110	200	200	48	150	35	25
<b>Ballroom 1 &amp; 2</b>	5,304	68x78	200	400	200	96	350	70	50
<b>Ballroom 2 &amp; 3</b>	5,304	68x78	200	400	400	96	350	70	50
<b>Ballroom 1 - 3</b>	7,888	68x116	340	600	700	144	500	105	70
<b>Pre - Function Area</b>	3,347			200	300		100		15
<b>Boardroom</b>	830				20	22			
<b>Boardroom Patio</b>	1,450			80	80		80		10
<b>University Club</b>	930	15x62	55	60	100	25	60	30	30
<b>University Club Patio</b>	1,240	20x62			40				10





## EVENT RENTALS

### MICROPHONES

Each *Wireless* – \$75 Each

*Lavalier* – \$75 Each

### PODIUM AND WIRELESS MICROPHONE \$75

### LCD TV Screen \$75

### COMPUTER ADAPTER \$20

*SurfaceProtoHDMI, SurfaceProtoVGA, MAC, Thunder Bolt 3*

### POWERPOINT CLICKER \$25

### RISERS \$125 (Per Risers)

*6ft x 8ft for panel table/stage*

### COCKTAIL TABLES WITH LINEN \$25 Each

### DANCE FLOOR \$125

*Small (24x15) – \$250 Each*

*Large (32x21) – \$400 Each*

### PORTABLE SPEAKERS

*With Wireless Microphone – \$175*

### CONFERENCE PHONE \$50

*Includes 2 external microphones*

### FLIPCHART PACAKGE \$45

*Includes Flip chartpad, easel, and two markers*

### POWER STRIPS \$15 Each

### EASEL \$10

### ADA COMPLIANT RAMPS \$400 Per Ramp

*Requires 1-week notice in advance*

### ADJUSTABLE PIPE AND BLACK DRAPE \$125 Each

*14ft x 32ft*

### TABLETOP SIGN HOLDERS \$3 Each

*With numbers upon request*

### AMERICAN & CALIFORNIA STATE FLAGS

### PATIO HEATERS \$125 Each

### CHAIR CHOVERS \$5 Per Chair

### CHAIR COVERS with TIES \$6 Per Chair

**SPECIALTY LINENS** Available upon request

### XLR CABLE \$50

*For filming*

### HDMI SWITCHER \$25

### MIXER FEE \$75

*(when using more than 4 microphones)*



## EVENT LIGHTING

### LED Up Lighting – (any color)

1 Ballroom – \$300 2 Ballroom – \$600 3 Ballroom – \$900



### Gobo Wash on Wall – (multiple textures)

2 Ballrooms – \$1,450 3 Ballrooms – \$2,250



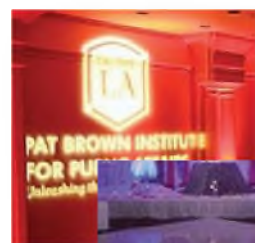
### Stage Lighting

Small Stage – \$500  
Medium Stage – \$750  
Large Stage – \$950



### Custom Gobo Writing/Logo

Please Inquire for Pricing



### Buffet Lighting

\$300 Per 3 spotlights  
Each Addt'l Set \$150



### PinSpotting – (Center Piece)

\$75 Per Table





# PARKING LOGISTICS

It is the responsibility of all drivers to know and understand the University parking rules and regulations.  
Parking regulations are enforced 24 hours a day, 7 days a week, including holidays.  
Please obey all posted signs and/or curb marking.

## GUEST SELF -PARKING

<https://www.calstatela.edu/parking/visitor-parking>

**PREPURCHASED PARKING PERMITS \$7.50 Per Permit**

**PARKING LOT RENTAL** – \$250 Flat Rate (Friday, Saturday, or Sunday Events)

**LOADING DOCK PERMIT** - \$14 Per Permit  
More than 1 hour

**PARKING ATTENDANT** - \$25 An Hour

(Minimum 1 hour)

## DIRECTIONAL SIGNS

Black and White Logo – \$25  
Color Logo Only – \$30  
Complete Color Logo and Wording – \$35

**EAGLE PATROL** \$40 An Hour

(Minimum 1 hour)

[Google Maps Link to navigate from Parking Structure C to Golden Eagle Building](#)

[Apple Maps Link to navigate from Parking Structure C to Golden Eagle Building](#)

**Please Note: Guest Parking is at the top level only.**