Faculty and Departmental Groups
These costs are for normal business hours; additional fees will apply for after-hours and weekends.

Level 1: $25 flat fee for the event. Includes:
  · Room reservation
  · Customized setup
  · Computer with MS Office, Internet connectivity, and USB port
  · Projector and screen

Level 2: $40 flat fee for the event. Includes:
  · All Level 1 Services
  · Microphone setup; choices include wireless lavalier mics, wireless handheld mics, wired stand mics for table or aisle stand
  · Piped music (An agenda for the event will be required to allow us to properly schedule our techs to control the volume.)

Additional AV: An additional $25/hour on top of one of the above levels for room reservation. Additional services include:
  · Broadcast to remote users
  · Video recording of events
  · DVD projection

After-Hours Fee: An additional $15 will be added to EACH service requested and a minimum 2 week notice is required.
  · Level 1 - $40
  · Level 2 - $55
  · Additional AV - $40/hour
University Student Groups
In an effort to support student activities, recognized student groups will not be charged for Level 1 or Level 2 Services. Additional costs for after-hours and additional services will remain the same.

Non-University Groups
Community groups will be charged similarly to Faculty and Departmental Groups, with an additional $15 surcharge being placed on room reservation fees. This is in addition any after-hours fees required.

Additional Services
Coffee Service (cups, sweetener, cream, stirrers, 1 pot) $10.80, tax included.
Table Cloths $6 each, requires 2 weeks advance notice.

Other services are available, contact Kristin.Boyett@unt.edu or 940.565.2486 for details.