



ST. FRANCIS COLLEGE

BROOKLYN HEIGHTS, NEW YORK

2019-2020 Facility Rental Pricing Grid

Room Type	For-Profit Organizations	Non-Profit Organizations	Government Agencies
Prime A Rooms	\$800/room (Up to 4 hour rental)	\$700/room (Up to 4 hour rental)	\$600/room (Up to 4 hour rental)
Prime B Rooms	\$700/room (Up to 4 hour rental)	\$600/room (Up to 4 hour rental)	\$500/room (Up to 4 hour rental)
Smart Rooms	\$500/room (Up to 4 hour rental)	\$400/room (Up to 4 hour rental)	\$300/room (Up to 4 hour rental)
Regular Classrooms	\$400/room (Up to 4 hour rental)	\$300/room (Up to 4 hour rental)	\$200/room (Up to 4 hour rental)
Rates based on events 4-hours or less; each event is an additional \$100/hour after 4 hours			
Department of Education*			Girl Scouts & Boy Scouts
Room Type	DOE	*Room reservations <u>must</u> come from an employee of the Department of Education with an schools.nyc.gov email address	\$50/room
Prime A Rooms / Prime B Rooms	\$300 Service Fee-includes Security, Cleaners, and I.T		
Smart Rooms / Regular Classrooms	\$300 Service Fee-includes Security, Cleaners, and I.T		
Room Key			
Prime A Rooms	Prime B Rooms	Smart Rooms	Regular Classrooms
Cafeteria	3213	3221	3203
Callahan Center	4202	3306	3301*
Founders Hall	6214	3318*	3315*
Genovesi Center	Campus Ministry Conference Room	3401	4301*
1st Floor Boardroom	Maroney Theatre	3402	5221
6th Floor Lounge		3403	5301*
		3404	5315*
		4306*	6221
		4316	7221
		4402	
		4403	
		4404	
		5211	
		5213	
		5306*	
		5316*	
		5401	
		5402	
		5403	

		5404	
		6306*	
		6316*	
		6318*	
		6402	
		6403	*Non-Air conditioned room
		6404	
		7204	
		7213	

Facility Rental Additional Charges			
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EMS (>300 guests)	\$50/hour		
Additional Security (>300 guests)	\$40/hour		
Additional Cleaners (>300 guests)	\$40/hour		
Table Rentals	\$11/table		
Chair Rentals	\$4/chair		
Supervisor*	\$40/hour	*Determined by the Office of Community Partnerships, Special Events & Campus Security	
Event Assistant(s)	\$20/hour		
A/V Tech	\$20/hour		

Graduation Ceremony Facility Rentals			
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Venue	Pricing	Mandatory Fees	Optional Fees
Founders Hall	\$150/hour* + \$250 set-up fee	Chair Set-up Fee (Genovesi Center): 1-250 chairs: \$100 251-500 chairs: \$200 501-750 chairs: \$300	Stage Rental (Six 4x8 pieces): \$750
Callahan Center	\$150/hour* + \$250 set-up fee	Chair Rentals (Genovesi Center Only): \$4/chair	
Genovesi Center	\$150/hour* + \$250 set-up fee	Supervisor**: \$40/hour	A/V Tech***: \$20/hour
	*Minimum of 4-hours	Event Assistant(s): \$20/hour	Rehearsal Fee: \$50
		Cleaners: \$40/hour	
		Security: \$40/hour	
		EMT (>300 guests): \$60/hour	**Determined by the Office of Community Partnerships, Special Events & Campus Security
			***Mandatory if music & powerpoint played

Athletic Facility Rentals			
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Venue	For-Profit	Non-Profit	Government Agencies
Main Gym	\$400/hour + mandatory fees	\$300/hour + mandatory fees	\$200/hour + mandatory fees
Genovesi Center	\$400/hour + mandatory fees	\$300/hour + mandatory fees	\$200/hour + mandatory fees
			Schools

	Mandatory Fees	Extras	Practices: \$150/practice*
	Supervisor: \$40/hour	A/V Tech: \$50/game	Games: \$300/game**
	Cleaners: \$40/hour	PA Announcer: \$50/game	
	Event Assistant(s): \$20/hour	Scoreboard Operator: \$50/game	
	Set-up Fee: \$250	Shot Clock Operator: \$50/game	*Includes set-up fee
		Classroom Holding Location: \$100/game	**Includes set-up fee, supervisor & scoreboard
		Bleachers In/Out: No extra charge	
		Additional Hoops: No extra charge	
		Athletic Trainer: \$40/hour	
		EMS: \$50/hour	
		Additional Security: \$30/hour	
A/V Information	\$200-Standard Technology Fees		Other Fees
Venue	Included in Rental		Piano Rental Usage
Founders Hall	Up to 8 microphones; 1 podium; 2 microphone stands; access to a computer and projector screen (226in x 94in)		\$300-Piano Rental (Does not include piano tune)
Callahan Center	Up to 2 microphones; 1 podium; laptop connected to a 70in TV screen on wall; laptop connected to mobile 70in TV cart		
Genovesi Center	Up to 2 microphones; 1 podium; 1 microphone stand		
Maroney Theatre	Up to 6 wireless microphones; 1 podium; access to a computer and projector screen (226in x 94in)		