### UNH Memorial Union Building FY19* Room Use Fees

<table>
<thead>
<tr>
<th>Event/Specialty Rooms</th>
<th>Standard Rate Half Day Up to 4 Hours</th>
<th>Standard Rate Full Day Up to 8 Hours</th>
<th>UNH Rate* Half Day Up to 4 Hours</th>
<th>UNH Rate Full Day Up to 8 Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>221—Granite State</td>
<td>Not Offered</td>
<td>1330.00</td>
<td>Not Offered</td>
<td>665.00</td>
</tr>
<tr>
<td>240—Straford</td>
<td>Not Offered</td>
<td>780.00</td>
<td>Not Offered</td>
<td>390.00</td>
</tr>
<tr>
<td>311—Theater I</td>
<td>242.00</td>
<td>440.00</td>
<td>121.00</td>
<td>220.00</td>
</tr>
<tr>
<td>312—Theater II</td>
<td>320.00</td>
<td>550.00</td>
<td>160.00</td>
<td>275.00</td>
</tr>
<tr>
<td>18—Entertainment Center and Kitchen</td>
<td>180.00</td>
<td>335.00</td>
<td>90.00</td>
<td>168.00</td>
</tr>
<tr>
<td>154—Wildcat Den</td>
<td>180.00</td>
<td>335.00</td>
<td>90.00</td>
<td>168.00</td>
</tr>
<tr>
<td>Games Room Video Side**</td>
<td>57.00/hr.</td>
<td>57.00/hr.</td>
<td>57.00/hr.</td>
<td>57.00/hr.</td>
</tr>
<tr>
<td>Games Room Pool Table Side**</td>
<td>82.00/hr.</td>
<td>82.00/hr.</td>
<td>82.00/hr.</td>
<td>82.00/hr.</td>
</tr>
<tr>
<td>Games Room Total**</td>
<td>139.00/hr.</td>
<td>139.00/hr.</td>
<td>139.00/hr.</td>
<td>139.00/hr.</td>
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</tbody>
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<table>
<thead>
<tr>
<th>Configurable Rooms</th>
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</thead>
<tbody>
<tr>
<td>115</td>
</tr>
<tr>
<td>156, 158</td>
</tr>
<tr>
<td>203, 233, 237, 302</td>
</tr>
<tr>
<td>330, 332, 334, 336, 338, 340</td>
</tr>
<tr>
<td>330/332, 334/336, 338, 340 “combined”</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Conference Rooms</th>
</tr>
</thead>
<tbody>
<tr>
<td>207, 304</td>
</tr>
<tr>
<td>321</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Lounge/Common Areas**</th>
</tr>
</thead>
<tbody>
<tr>
<td>223—Low Ceiling Food Court**</td>
</tr>
<tr>
<td>225—High Ceiling Food Court**</td>
</tr>
<tr>
<td>231—Grafton Lounge**</td>
</tr>
<tr>
<td>309—Merrimack Lounge**</td>
</tr>
<tr>
<td>337—Rockingham Lounge**</td>
</tr>
</tbody>
</table>

*The rates shown here are effective July 1, 2018—June 30, 2019.*

Room rates include one standard room set up and use of the existing AV system where applicable. Specialty AV equipment and staffing incur additional charges. Please inquire with the scheduling office.

**Reservations in spaces marked (**) are provided only with the existing standard set up and only at the discretion of the MUB as determined on a per-request basis based on day, time, and time of year.
UNH Memorial Union Building Room Rate Policies

Student Organizations
Recognized student organizations in good standing are generally not charged for space use in the MUB with the exception of the Games Room. To qualify, an event must meet the following criteria.

1. A logical and valid connection must exist with any co-sponsoring entity. Student organizations cannot be used to front for external groups, co-sponsoring campus departments or offices that would otherwise incur charges.

2. Events that are partnerships between non-UNH entities and student organizations must be the original creation of and instituted by the student organizations. The apparent or primary purpose of the event must be to promote or market any non-UNH entity. A member of the student organization must be the organizer, manager, host/facilitator, decision maker, and primary contact for the event.

3. Any revenue generated from sponsorship, ticket sales, registrations, or other fundraising mechanism must be designated for a student organization, student scholarships, or registered 501c3 and pass through the UNH student organization account.

4. The audience for an event must be made up of more than 50% students, faculty, and staff of UNH.

UNH Rate
The UNH Rate is currently calculated as a discount to the standard rate. To qualify for this discount, an event must meet the following criteria. The intent of the criteria is to support those programs and events that contribute directly to the general fund or individual office and department budgets.

1. A department or office of the University of New Hampshire cannot be a sponsor of an event in name only. An campus department holding “membership” in an external organization does not qualify that external organization for the UNH rate. The campus department must be the organizer, manager, host/facilitator, decision maker, and primary contact for the event. The department has ultimate responsibility for payment of all expenses related to the program.

2. Any revenue generated beyond expenses must be directly deposited into a University account for departmental, college, or general funds.

3. Any financial benefit by individuals or groups other than the University of New Hampshire will disqualify a group from receiving the UNH Rate.

4. Events that are partnerships between campus departments/offices and student organizations will be charged at the UNH Rate unless they meet all of the criteria for a Student Organization above. Student organizations cannot be used to front for campus departments for the purpose of reducing fees.

5. An internal Encumbrance Number for the costs of all anticipated participants and other costs for the event must be received by the scheduling office in advance of the first day of the event (21 days in advance for “event and specialty rooms” and 2 days in advance for all other spaces.

Additional Policies
- Room rates will not be prorated in increments other than 4 and 8 hours as outlined for specific rooms. Length of time is exclusive of MUB set-up time but inclusive of any set-up time requested by the client as well as “actual” advertised event time.
- Not all building and space use policies appear on this sheet. Complete policies related to the Memorial Union Building can be located at unhmub.com.