

Rental Space	Hourly Rate	Full Day
<b>Lone Tree Commons</b> Includes up to 100 chairs and 20 tables <i>4 Hour Minimum</i>	\$150	\$1200
<b>Meeting Room – large</b> Board Room (rm 200) APS Room (rm 537) <i>2 Hour Minimum</i>	\$75	\$600
<b>Meeting Room – small</b> 201 301 <i>2 Hour Minimum</i>	\$40	\$320
<b>Classroom</b> Lone Tree Fourth Street (standard or lecture hall) <i>2 Hour Minimum</i>	\$60	\$480
<b>Computer Lab or Zoom Room</b> <i>2 Hour Minimum</i>	\$80	\$640
<b>Non-Profit 501c (3)/Education/Government:</b> 25% off hourly rate <b>All rental facilities include:</b> basic technology and seating that exists in that space, guest wi-fi logins, and parking for your guests.		
Additional Services and Rentals		
<b>IT Staffing</b>	\$50/hour	
<b>Chairs</b>	\$2 each	
<b>Tables – 5’ round or 6’ rectangle available</b>	\$5 each	
<b>Stage with podium and microphone – single level half stage (Lone Tree Commons)</b>	\$200	
<b>Stage with podium and microphone – two level full stage (Lone Tree Commons)</b>	\$350	
<b>Custodial (for larger events)</b>	\$30/hour	
<b>After-hours charges apply when an event is scheduled outside of regular campus hours</b>	\$100/hour	
Payment and Additional Charges		
<b>Payment Due Date:</b> Payment in full is due five (5) days prior to the event <b>Additional Charges:</b> Should the event require additional services after payment has been received, those requests will be billed separately.		

**Assistant to the President**  
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