

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
Rentals				
Room Rental (Housing)				
5 Day Cancellation Fee	Affiliate	See Note	per occurrence	1/2 of total event price
5 Day Cancellation Fee	Sponsored	See Note	per occurrence	1/2 of total event price
5 Day Cancellation Fee	Student Group	See Note	per occurrence	1/3 of total event price
5 Day Cancellation Fee	University Department	See Note	per occurrence	1/3 of total event price
Bathroom Attendant/ Elevator Attendant	All Groups	\$ 20.00	per hour	
Carolina Room	Affiliate	\$ 400.00	Half Day (7 hours or less)	
Carolina Room	Sponsored	\$ 300.00	Half Day (7 hours or less)	
Carolina Room	Student Group	\$ 200.00	Half Day (7 hours or less)	
Carolina Room	University Department	\$ 250.00	Half Day (7 hours or less)	
Carolina Room	Affiliate	\$ 675.00	Whole Day (7+ hours)	
Colloquium - Entire Building	Affiliate	\$ 750.00	After hours & weekends only	
Colloquium - Entire Building	Sponsored	\$ 750.00	After hours & weekends only	
Colloquium - Entire Building	Student Group	\$ 500.00	After hours & weekends only	
Colloquium - Entire Building	University Department	\$ 500.00	After hours & weekends only	
Colloquium Upstairs Meeting Room	Sponsored	\$ 300.00	After operating hours	
Colloquium Upstairs Meeting Room	Student Group	\$ 200.00	After operating hours	
Colloquium Upstairs Meeting Room	University Department	\$ 250.00	After operating hours	
Colloquium Upstairs Meeting Room	Sponsored	\$ 150.00	During operating hours	
Colloquium Upstairs Meeting Room	Student Group	\$ 75.00	During operating hours	
Colloquium Upstairs Meeting Room	University Department	\$ 75.00	During operating hours	
Early/Late Fee	All Groups	\$ 50.00	per hour	
No Show or Cancellation Fee	All Groups	See Note	per occurrence	Full amount of the event
Spigner House - Complete Downstairs & Grounds (w/AV)	Affiliate	\$ 1,400.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/AV)	Sponsored	\$ 1,000.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/AV)	Student Group	\$ 680.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/AV)	University Department	\$ 680.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	Affiliate	\$ 1,000.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	Sponsored	\$ 950.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	Student Group	\$ 630.00	per occurrence	
Spigner House - Complete Downstairs & Grounds (w/o AV)	University Department	\$ 630.00	per occurrence	
Spigner House - Complete Downstairs (w/AV)	Affiliate	\$ 850.00	per occurrence	
Spigner House - Complete Downstairs (w/AV)	Sponsored	\$ 650.00	per occurrence	
Spigner House - Complete Downstairs (w/AV)	Student Group	\$ 450.00	per occurrence	
Spigner House - Complete Downstairs (w/AV)	University Department	\$ 450.00	per occurrence	
Spigner House - Complete Downstairs (w/o AV)	Affiliate	\$ 700.00	per occurrence	
Spigner House - Complete Downstairs (w/o AV)	Sponsored	\$ 500.00	per occurrence	
Spigner House - Complete Downstairs (w/o AV)	Student Group	\$ 200.00	per occurrence	
Spigner House - Complete Downstairs (w/o AV)	University Department	\$ 300.00	per occurrence	
Tea Leaves Conference Room	Sponsored	\$ 300.00	After operating hours	
Tea Leaves Conference Room	Student Group	\$ 100.00	After operating hours	
Tea Leaves Conference Room	University Department	\$ 150.00	After operating hours	
Tea Leaves Conference Room	Sponsored	\$ 150.00	During operating hours	
Tea Leaves Conference Room	Student Group	\$ 75.00	During operating hours	
Tea Leaves Conference Room	University Department	\$ 100.00	During operating hours	
Top of Carolina	Affiliate	\$ 600.00	Half Day (7 hours or less)	\$600 plus minimum of \$2,500 food and beverage order.

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CL008-STUDENT AFFAIRS				
Top of Carolina	Sponsored	\$ 500.00	Half Day (7 hours or less)	\$500 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Student Group	\$ 250.00	Half Day (7 hours or less)	\$250 plus minimum of \$500 food and beverage order.
Top of Carolina	University Department	\$ 300.00	Half Day (7 hours or less)	\$300 plus minimum of \$500 food and beverage order.
Top of Carolina	Affiliate	\$ 750.00	Whole Day (7+ hours)	\$750 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Sponsored	\$ 650.00	Whole Day (7+ hours)	\$650 plus minimum of \$2,500 food and beverage order.
Top of Carolina	Student Group	\$ 500.00	Whole Day (7+ hours)	\$500 plus minimum of \$500 food and beverage order.
Top of Carolina	University Department	\$ 500.00	Whole Day (7+ hours)	\$500 plus minimum of \$500 food and beverage order.
Bates West Social Room	Sponsored	\$ 150.00	Half Day (7 hours or less)	
Bates West Social Room	Student Group	\$ 100.00	Half Day (7 hours or less)	
Bates West Social Room	University Department	\$ 100.00	Half Day (7 hours or less)	
Bates West Social Room	Sponsored	\$ 300.00	Whole Day (7+ hours)	
Bates West Social Room	Student Group	\$ 200.00	Whole Day (7+ hours)	
Bates West Social Room	University Department	\$ 250.00	Whole Day (7+ hours)	
Campus Room	Affiliate	\$ 650.00	Half Day (7 hours or less)	
Campus Room	Sponsored	\$ 375.00	Half Day (7 hours or less)	
Campus Room	Student Group	\$ 250.00	Half Day (7 hours or less)	
Campus Room	University Department	\$ 300.00	Half Day (7 hours or less)	
Campus Room	Affiliate	\$ 800.00	Whole Day (7+ hours)	
Campus Room	Sponsored	\$ 500.00	Whole Day (7+ hours)	
Campus Room	Student Group	\$ 350.00	Whole Day (7+ hours)	
Campus Room	University Department	\$ 400.00	Whole Day (7+ hours)	
Campus Room	Sponsored	\$ 575.00	Whole Day (7+ hours)	
Campus Room	Student Group	\$ 325.00	Whole Day (7+ hours)	
Campus Room	University Department	\$ 425.00	Whole Day (7+ hours)	
English Program for Internationals - Cleaning Fee for Mid Semester move out (per apt.)		\$ 125.00	per occurrence	
Event Overage Fee		\$ 50.00	per 15 minutes	Per 15 minutes once event runs 15 minutes over agreed end time
Guest Apartment Charge		\$ 75.00	per night	
Guest Room Charge		\$ 30.00	per night	
Rental Residential Classrooms	Affiliate, Sponsored	\$ 70.00	per occurrence	
Rental Residential Classrooms	Student Group, University Department	\$ 50.00	per occurrence	
Room Reset Fee	All Groups	\$ 50.00	per setup charge	
Equipment Rental (Housing)				
AV Cart		\$ 20.00	per visit	
Cable Feed TV/DVD		\$ 75.00	per occurrence	
Cocktail Table		\$ 15.00	per occurrence	
Cocktail Table w/ Special Skirting		\$ 25.00	per occurrence	
Easels		\$ 10.00	each, per day	
Flip Chart Rental		\$ 20.00	per occurrence	
Hand Held Microphone		\$ 35.00	per day, per microphone	
Head Set Microphone		\$ 35.00	per day, per microphone	
Lapel Microphone		\$ 35.00	per day, per microphone	
Laptop Computer		\$ 50.00	per occurrence	
Laser Pointer/ Presenter		\$ 15.00	per day, per presenter	
Polycom Teleconferencing		\$ 50.00	per day	

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CL008-STUDENT AFFAIRS				
Portable LCD Projector		\$ 75.00	per occurrence	
Power Cords/Power Strips		\$ 5.00	per day, per cord/strip	
Projection Screen		\$ 30.00	per occurrence	
Smart Lectern		\$ 75.00	per day	
Specialty Linens		\$ 20.00	per table, per day	
Staging 6'D x 8'W x 16'H (4 total)		\$ 50.00	per occurrence	
Tablecloth and Skirt		\$ 15.00	per occurrence	
Tablecloths		\$ 7.00	per occurrence	
Wall Divider		\$ 50.00	per occurrence	
Russell House Room Rental				
Event Management - RSVP and Check In Service	Affiliate	\$ 100.00	per use	
Event Management - RSVP and Check In Service	University Department	\$ 75.00	per use	
Russell House Conference Center Fee: All other meeting rooms, lobbies, and lounges in the RHUU	Affiliate	\$ 50.00	per day	
Russell House Conference Center Fee: All other meeting rooms, lobbies, and lounges in the RHUU	University Department	\$ 23.00	per day, per section	
Russell House Conference Center Fee: Ballroom	Affiliate	\$ 350.00	per day, per section	
Russell House Conference Center Fee: Ballroom	University Department	\$ 115.00	per day, per section	
Caroliniana Gardens	Affiliate	\$ 115.00		
Russell House Service Fee - Large Space	Affiliate	\$ 75.00	per occurrence	
Russell House Service Fee - Large Space	Student Group	\$ 36.00	per section	
Russell House Service Fee - Large Space	University Department	\$ 45.00	per occurrence	
Russell House Service Fee - Small Space	Affiliate	\$ 40.00	per occurrence	
Russell House Service Fee - Small Space	Student Group	\$ 21.00	per section	
Russell House Service Fee - Small Space	University Department	\$ 19.00	per occurrence	
Rutledge Chapel Room Fee (per hour)	Affiliate	\$ 250.00	per hour	
Rutledge Chapel Room Fee (per day)	Affiliate	\$ 1,000.00	per day	
Rutledge Chapel Service Fee	Student Group	\$ 100.00	per day	
Rutledge Chapel Service Fee	University Department	\$ 150.00	per day	
Rutledge Chapel Service Fee	Affiliate	\$ 250.00	per day	
Russell House Conference Center Fee: RUSLL 322	Affiliate	\$ 150.00	per day, per section	
Russell House Conference Center Fee: RUSLL 322	University Department	\$ 58.00	per day, per section	
Solicitation Fee (corporate event)	Student Group	\$ 1,000.00	per event	
Solicitation Fee (corporate event)	University Department	\$ 1,000.00	per event	
Solicitation Fee (mid-size event)	Student Group	\$ 100.00	per event	
Solicitation Fee (mid-size event)	University Department	\$ 100.00	per event	
Solicitation Fee (table)	Student Group	\$ 51.00		
Solicitation Fee (table)	University Department	\$ 51.00		
Russell House Conference Center Fee: Theater Room Fee	Affiliate	\$ 350.00	per day, per section	
Russell House Conference Center Fee: Theater Room Fee	University Department	\$ 58.00	per day, per section	
Russell Underground AV Package	Student Group	\$ 50.00	per day	
Russell Underground AV Package	University Department	\$ 50.00	per day	

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CL008-STUDENT AFFAIRS				
Russell House Equipment				
Ballroom A/V Package	Affiliate	\$ 500.00		
Ballroom A/V Package	Student Group	\$ 173.00		
Ballroom A/V Package	University Department	\$ 230.00		
Cancellation Fee	All Groups	\$ 100.00	per use	
Captain's Chair	Affiliate	\$ 6.00	per occurrence	
Captain's Chair	Student Group	\$ 2.00	per occurrence	
Captain's Chair	University Department	\$ 4.00	per occurrence	
Cocktail Table	Affiliate	\$ 3.50	per occurrence	
Cocktail Table	Student Group	\$ 3.50	per occurrence	
Cocktail Table	University Department	\$ 3.50	per occurrence	
Conference Center Technology Package, Small	Affiliate	\$ 650.00	per occurrence	
Conference Center Technology Package, Small	Student Group	\$ 200.00	per occurrence	
Conference Center Technology Package, Small	University Department	\$ 400.00	per occurrence	
Conference Center Technology Package, Large	Affiliate	\$ 1,000.00	per occurrence	
Conference Center Technology Package, Large	Student Group	\$ 300.00	per occurrence	
Conference Center Technology Package, Large	University Department	\$ 750.00	per occurrence	
Data Projector (LCD) Package	Affiliate	\$ 250.00	per use	
Data Projector (LCD) Package	Student Group	\$ 115.00	per use	
Data Projector (LCD) Package	University Department	\$ 173.00	per use	
Extended Building Hours	All Groups	\$ 150.00	per hour	FY20 Rate: Cost + 15%
Facility Damage Fee		Cost of damage + 15%		
House Sound (incl. 1 mic & available only in Ballroom,	Affiliate	\$ 81.00		Short term use, less than thirty days.
House Sound (incl. 1 mic & available only in Ballroom,	Student Group	\$ 40.00		Short term use, less than thirty days.
House Sound (incl. 1 mic & available only in Ballroom,	University Department	\$ 52.00	Short term use, less than 30 days	
Large Sound System (portable)	Affiliate	\$ 191.00	per occurrence	
Large Sound System (portable)	Student Group	\$ 58.00	per occurrence	
Large Sound System (portable)	University Department	\$ 86.00	per occurrence	
Low Riser	Affiliate	\$ 25.00	per use	
Low Riser	Student Group	\$ 13.00	per use	
Low Riser	University Department	\$ 19.00	per use	
Piano	Affiliate	\$ 115.00		
Piano	Student Group	\$ 63.00		
Piano	University Department	\$ 81.00		
Pipe and Drape (per section)	Affiliate	\$ 20.00	per use	
Pipe and Drape (per section)	Student Group	\$ 18.00	per use	
Pipe and Drape (per section)	University Department	\$ 20.00	per use	
RUSSLL 322 AV Package	Affiliate	\$ 250.00	per use	RUSSLL 322 undergoing AV renovation in Spring 23 (target complete May 4). This charge is based on other AV packages the Russell House offers in showcase spaces.
RUSSLL 322 AV Package	Student Group	\$ 115.00	per use	
RUSSLL 322 AV Package	University Department	\$ 187.00	per use	
Russell House Podium	Affiliate	\$ 35.00	per day	
Russell House Podium	Student Group	\$ 8.00	per day	
Russell House Podium	University Department	\$ 12.00	per day	
Small Sound System (portable)	Affiliate	\$ 65.00		
Small Sound System (portable)	Student Group	\$ 29.00		
Small Sound System (portable)	University Department	\$ 40.00		
Small Tent Rental	Affiliate	\$ 20.00	per use	

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CL008-STUDENT AFFAIRS				
Small Tent Rental	Student Group	\$ 5.00	per use	
Small Tent Rental	University Department	\$ 10.00	per use	
Special Event Podium	University Department	\$ 250.00	per use	
Spotlight	Affiliate	\$ 75.00		Short term use, less than thirty days.
Spotlight	Student Group	\$ 29.00		Short term use, less than thirty days.
Spotlight	University Department	\$ 40.00		Short term use, less than thirty days.
Staffing - Labor	All Groups	\$ 18.00	per hour	
Staffing - Event Staff	All Groups	\$ 18.00	per hour	FY20 Rate: Cost + 15%
Staffing - AV Staff	All Groups	\$ 22.00	per hour	
Stage	Affiliate	\$ 45.00	per section	
Stage	Student Group	\$ 10.00	per section	
Stage	University Department	\$ 20.00	per section	
Table Skirts	Affiliate	\$ 4.00	per piece	
Table Skirts	Student Group	\$ 2.00	per piece	
Table Skirts	University Department	\$ 2.00	per piece	
Theater AV Package	Affiliate	\$ 250.00		
Theater AV Package	Student Group	\$ 115.00		
Theater AV Package	University Department	\$ 187.00		
Wireless Microphone System	Affiliate	\$ 100.00		Short term use, less than thirty days.
Wireless Microphone System	Student Group	\$ 23.00		Short term use, less than thirty days.
Wireless Microphone System	University Department	\$ 58.00		Short term use, less than thirty days.
Student Disability Services				
Interpreters: Non-Student Activities		\$ 103.00	per hour; evenings and weekends	
Interpreters: Non-Student Activities		\$ 138.00	per hour; holidays	
Interpreters: Non-Student Activities		\$ 75.00	per hour; standard business hours	
Materials in Alternative Format: Non- Student Activities		\$ 17.00	per hour	
Real Time Captioning: Non-Student Activities		\$ 200.00	per hour; evenings and weekends	
Real Time Captioning: Non-Student Activities		\$ 275.00	per hour; holidays	
Real Time Captioning: Non-Student Activities		\$ 150.00	per hour; standard business hours	
Transcriptionists: Non-Student Activities		\$ 20.00	per hour	
Campus Recreation (Exclusion PE Courses)				
Facilities & Staffing				
Event Support	All Groups	\$ 20.00	per hour	
Administrative Fee	All Groups	\$ 50.00	One-time	
Clean Up Fee	All Groups	\$ 20.00		Starting at \$20.00 (add on for additional staff cleanup beyond normal operation)
Athletic Trainer		\$ 40.00	per hour	1 hour minimum
Housekeeping		\$ 30.00	per hour	3 hour minimum
Cancellation - 5 Calendar Days		\$ 50.00	per occurrence	Cancellation rate is determined by the total magnitude of the event, up to the amount indicated.
Cancellation - 72 Hours		\$ 75.00	per occurrence	Cancellation rate is determined by the total magnitude of the event, up to the amount indicated.
Cancellation - 24 Hours/No Show		\$ 100.00	per occurrence	Cancellation rate is determined by the total magnitude of the event, up to the amount indicated.
Field Lighting	Student Group	\$ 25.00	per hour, per field	
Field Lighting	University Department	\$ 37.50	per hour, per field	
Field Lighting	External, USC Sponsored	\$ 56.26	per hour, per field	

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CL008-STUDENT AFFAIRS				
Field Lining	Student Group	\$ 100.00	per field	
Field Lining	University Department	\$ 150.00	per field	
Field Lining	External, USC Sponsored	\$ 225.00	per field	
Portable Audio	Student Group	\$ 30.00	per occurrence	
Portable Audio	University Department	\$ 50.00	per occurrence	
Portable Audio	External, USC Sponsored	\$ 75.00	per occurrence	
Miscellaneous				
Solicitation Fee	Student Group	\$ 20.00		
Solicitation Fee	External	\$ 100.00		
Extended Building Hours	student Group	\$ 150.00		Includes 3 staff members, extra staff may be required and billed at housekeeping/ event support rate)
Extended Building Hours	University Department	\$ 225.00		
Extended Building Hours	External	\$ 337.50		
Strom Thurmond Wellness and Fitness Center (STWFC)				
Facility Rental				
Basketball Court	Student Group	\$ 25.00	per hour	
Basketball Court	Student Group	\$ 225.00	per day	
Basketball Court	University Department	\$ 37.50	per hour	
Basketball Court	University Department	\$ 337.50	per day	
Basketball Court	External, USC Sponsored	\$ 56.25	per hour	
Basketball Court	External, USC Sponsored	\$ 505.00	per day	
WFC South Center Gym	Student Group	\$ 30.00	per hour	
WFC South Center Gym	Student Group	\$ 270.00	per day	
WFC South Center Gym	University Department	\$ 45.00	per hour	
WFC South Center Gym	University Department	\$ 405.00	per day	
WFC South Center Gym	External, USC Sponsored	\$ 67.50	per hour	
WFC South Center Gym	External, USC Sponsored	\$ 607.50	per day	
WFC Rock Wall	Student Group	\$ 35.00	per hour	
WFC Rock Wall	University Department	\$ 52.00	per hour	
WFC Racquetball Court	Student Group	\$ 15.00	per hour	
WFC Racquetball Court	Student Group	\$ 135.00	per day	
WFC Racquetball Court	University Department	\$ 22.50	per hour	
WFC Racquetball Court	University Department	\$ 202.50	per day	
WFC Racquetball Court	External, USC Sponsored	\$ 33.75	per hour	
WFC Racquetball Court	External, USC Sponsored	\$ 305.00	per day	
WFC Field 1 & 2	Student Group	\$ 40.00	per hour	
WFC Field 1 & 2	Student Group	\$ 360.00	per day	
WFC Field 1 & 2	University Department	\$ 60.00	per hour	
WFC Field 1 & 2	University Department	\$ 540.00	per day	
WFC Field 1 & 2	External, USC Sponsored	\$ 90.00	per hour	
WFC Field 1 & 2	External, USC Sponsored	\$ 800.00	per day	
WFC Field 3	Student Group	\$ 25.00	per hour	
WFC Field 3	Student Group	\$ 225.00	per day	
WFC Field 3	University Department	\$ 37.50	per hour	
WFC Field 3	University Department	\$ 337.50	per day	
WFC Field 3	External, USC Sponsored	\$ 56.25	per hour	
WFC Field 3	External, USC Sponsored	\$ 505.00	per day	
WFC Field 4	Student Group	\$ 20.00	per hour	

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CL008-STUDENT AFFAIRS				
WFC Field 4	Student Group	\$	180.00 per day	
WFC Field 4	University Department	\$	30.00 per hour	
WFC Field 4	University Department	\$	270.00 per day	
WFC Field 4	External, USC Sponsored	\$	45.00 per hour	
WFC Field 4	External, USC Sponsored	\$	405.00 per day	
Indoor Pool (25 yd lane)	Student Group	\$	4.50 per hour	
Indoor Pool (25 yd lane)	Student Group	\$	40.50 per day	
Indoor Pool (25 yd lane)	University Department	\$	6.75 per hour	
Indoor Pool (25 yd lane)	University Department	\$	60.75 per day	
Indoor Pool (25 yd lane)	External, USC Sponsored	\$	10.25 per hour	
Indoor Pool (25 yd lane)	External, USC Sponsored	\$	90.00 per day	
Indoor Pool	Student Group	\$	36.00 per hour	
Indoor Pool	Student Group	\$	325.00 per day	
Indoor Pool	University Department	\$	54.00 per hour	
Indoor Pool	University Department	\$	485.00 per day	
Indoor Pool	External, USC Sponsored	\$	81.00 per hour	
Indoor Pool	External, USC Sponsored	\$	725.00 per day	
Outdoor Pool	Student Group	\$	100.00 per hour	
Outdoor Pool	Student Group	\$	900.00 per day	
Outdoor Pool	University Department	\$	150.00 per hour	
Outdoor Pool	University Department	\$	1,350.00 per day	
Outdoor Pool	External, USC Sponsored	\$	225.00 per hour	
Outdoor Pool	External, USC Sponsored	\$	2,025.00 per day	
Studio 125	Student Group	\$	20.00 per hour	
Studio 125	Student Group	\$	180.00 per day	
Studio 125	University Department	\$	30.00 per hour	
Studio 125	University Department	\$	270.00 per day	
Studio 125	External, USC Sponsored	\$	45.00 per hour	
Studio 125	External, USC Sponsored	\$	405.00 per day	
Studio 127	Student Group	\$	15.00 per hour	
Studio 127	Student Group	\$	135.00 per day	
Studio 127	University Department	\$	22.50 per hour	
Studio 127	University Department	\$	202.50 per day	
Studio 127	External, USC Sponsored	\$	33.75 per hour	
Studio 127	External, USC Sponsored	\$	305.00 per day	
Studio 116	Student Group	\$	15.00 per hour	
Studio 116	Student Group	\$	135.00 per day	
Studio 116	University Department	\$	22.50 per hour	
Studio 116	University Department	\$	202.50 per day	
Studio 116	External, USC Sponsored	\$	33.75 per hour	
Studio 116	External, USC Sponsored	\$	305.00 per day	
Wet Classroom	Student Group	\$	25.00 per hour	
Wet Classroom	Student Group	\$	225.00 per day	
Wet Classroom	University Department	\$	37.50 per hour	
Wet Classroom	University Department	\$	337.50 per day	
Wet Classroom	External, USC Sponsored	\$	56.25 per hour	
Wet Classroom	External, USC Sponsored	\$	505.00 per day	

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CL008-STUDENT AFFAIRS				
Board Room	Student Group	\$ 15.00	per hour	
Board Room	Student Group	\$ 135.00	per day	
Board Room	University Department	\$ 22.50	per hour	
Board Room	University Department	\$ 202.50	per day	
Board Room	External, USC Sponsored	\$ 33.75	per hour	
Board Room	External, USC Sponsored	\$ 305.00	per day	
Conference Room	Student Group	\$ 10.00	per hour	
Conference Room	Student Group	\$ 90.00	per day	
Conference Room	University Department	\$ 15.00	per hour	
Conference Room	University Department	\$ 135.00	per day	
Conference Room	External, USC Sponsored	\$ 22.50	per hour	
Conference Room	External, USC Sponsored	\$ 205.00	per day	
<u>Membership Fees</u>				
Faculty/Staff/Retiree/Spouse - Early Bird		\$ 80.00	per summer	
Faculty/Staff/Retiree/Spouse - Early Bird		\$ 110.00	per semester	
Faculty/Staff/Retiree/Spouse - Early Bird		\$ 270.00	per annual	
Faculty/Staff/Retiree/Spouse - Early Bird		\$ 22.50	per month	
Faculty/Staff/Retiree/Spouse - Full Membership		\$ 105.00	per summer	
Faculty/Staff/Retiree/Spouse - Full Membership		\$ 140.00	per semester	
Faculty/Staff/Retiree/Spouse - Full Membership		\$ 350.00	per annual	
Faculty/Staff/Retiree/Spouse - Full Membership		\$ 29.00	per month	
Alumni - Early Bird		\$ 90.00	per summer	
Alumni - Early Bird		\$ 120.00	per semester	
Alumni - Early Bird		\$ 300.00	per annual	
Alumni - Early Bird		\$ 25.00	per month	
Alumni - Full Membership		\$ 115.50	per summer	
Alumni - Full Membership		\$ 155.00	per semester	
Alumni - Full Membership		\$ 385.00	per annual	
Alumni - Full Membership		\$ 32.00	per month	
<u>Locker Fees</u>				
Half		\$ 20.00	per summer	Fees are the same for students, faculty/staff, and alumni with membership. Towel included.
Half		\$ 25.00	per semester	
Half		\$ 65.00	per annual	
Full		\$ 40.00	per summer	
Full		\$ 50.00	per semester	
Full		\$ 125.00	per annual	
<u>Stand Alone Towel Service</u>				
Towel Service		\$ 15.00	per summer	Fees are the same for students, faculty/staff, and alumni with membership.
Towel Service		\$ 20.00	per semester	
Towel Service		\$ 50.00	per annual	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
Solomon Blatt Physical Education Center (Blatt PEC)				
Gym 305	Student Group	\$ 40.00	per hour	
Gym 305	Student Group	\$ 360.00	per day	
Gym 305	University Department	\$ 60.00	per hour	
Gym 305	University Department	\$ 540.00	per day	
Gym 305	External, USC Sponsored	\$ 90.00	per hour	
Gym 305	External, USC Sponsored	\$ 810.00	per day	
Gym 307	Student Group	\$ 20.00	per hour	
Gym 307	Student Group	\$ 180.00	per day	
Gym 307	University Department	\$ 30.00	per hour	
Gym 307	University Department	\$ 270.00	per day	
Gym 307	External, USC Sponsored	\$ 45.00	per hour	
Gym 307	External, USC Sponsored	\$ 405.00	per day	
Gym 308	Student Group	\$ 20.00	per hour	
Gym 308	Student Group	\$ 180.00	per day	
Gym 308	University Department	\$ 30.00	per hour	
Gym 308	University Department	\$ 270.00	per day	
Gym 308	External, USC Sponsored	\$ 45.00	per hour	
Gym 308	External, USC Sponsored	\$ 405.00	per day	
Studio 204	Student Group	\$ 15.00	per hour	
Studio 204	Student Group	\$ 135.00	per day	
Studio 204	University Department	\$ 22.50	per hour	
Studio 204	University Department	\$ 202.50	per day	
Studio 204	External, USC Sponsored	\$ 33.75	per hour	
Studio 204	External, USC Sponsored	\$ 305.00	per day	
Triangular Plaza	Student Group	\$ 40.00	per hour	
Triangular Plaza	Student Group	\$ 360.00	per day	
Triangular Plaza	University Department	\$ 60.00	per hour	
Triangular Plaza	University Department	\$ 540.00	per day	
Triangular Plaza	External, USC Sponsored	\$ 90.00	per hour	
Triangular Plaza	External, USC Sponsored	\$ 810.00	per day	
Softball Field	Student Group	\$ 25.00	per hour	
Softball Field	Student Group	\$ 225.00	per day	
Softball Field	University Department	\$ 37.50	per hour	
Softball Field	University Department	\$ 337.50	per day	
Softball Field	External, USC Sponsored	\$ 56.25	per hour	
Softball Field	External, USC Sponsored	\$ 505.00	per day	
Multipurpose Field	Student Group	\$ 25.00	per hour	
Multipurpose Field	Student Group	\$ 225.00	per day	
Multipurpose Field	University Department	\$ 37.50	per hour	
Multipurpose Field	University Department	\$ 337.50	per day	
Multipurpose Field	External, USC Sponsored	\$ 56.25	per hour	
Multipurpose Field	External, USC Sponsored	\$ 505.00	per day	
Weight Room (306)	Student Group	\$ 50.00	per hour	
Weight Room (306)	University Department	\$ 75.00	per hour	
Lobby/ Restroom usage	Student Group	\$ 10.00	per hour	
Lobby/ Restroom usage	Student Group	\$ 90.00	per day	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
Lobby/ Restroom usage	University Department	\$ 15.00	per hour	
Lobby/ Restroom usage	University Department	\$ 135.00	per day	
Lobby/ Restroom usage	External, USC Sponsored	\$ 22.50	per hour	
Lobby/ Restroom usage	External, USC Sponsored	\$ 205.00	per day	
Bluff CREC River Field A & B	Student Group	\$ 75.00	per hour	
Bluff CREC River Field A & B	Student Group	\$ 675.00	per day	
Bluff CREC River Field A & B	University Department	\$ 112.50	per hour	
Bluff CREC River Field A & B	University Department	\$ 1,012.50	per day	
Bluff CREC River Field A & B	External, USC Sponsored	\$ 168.75	per hour	
Bluff CREC River Field A & B	External, USC Sponsored	\$ 1,518.75	per day	
Outdoor Recreation				
Land Gear				
Sleeping Bag and Foam Pad		\$6/12/24	per day/weekend/week	
Foam Sleeping Pad		\$2/3/6	per day/weekend/week	
2 Person Tent		\$9/18/36	per day/weekend/week	
4 Person Tent		\$12/24/48	per day/weekend/week	
Backpack 65L		\$4/8/16	per day/weekend/week	
Expedition Dry Bag		\$4/8/16	per day/weekend/week	
Small Cannister Stove (fuel not included)		\$3/5/10	per day/weekend/week	
Whisperlite Stove (fuel not included)		\$5/10/20	per day/weekend/week	
2 Burner Stove		\$5/10/20	per day/weekend/week	
2 Pot Cooking Set		\$3/5/10	per day/weekend/week	
Headlamp		\$2/4/8	per day/weekend/week	
Bouldering Crash Pad		\$6/12/24	per day/weekend/week	
Hammock with Straps		\$6/12/24	per day/weekend/week	
Crazy Creek Camp Seat		\$3/6/12	per day/weekend/week	
Small Shovel		\$1/2/3	per day/weekend/week	
Treking Poles		\$5/10/20	per day/weekend/week	
Bear Cannister		\$5/10/20	per day/weekend/week	
Land Gear Premium				
Down Sleeping Bag		\$15/25/50	per day/weekend/week	
2 Person Tarp Shelter		\$15/30/60	per day/weekend/week	
4 Person Tarp Shelter		\$20/40/80	per day/weekend/week	
Backpack 60L		\$10/20/40	per day/weekend/week	
Water Gear				
Stand Up Paddleboard and PFD		\$20/35/70	per day/weekend/week	
Surfboard		\$9/18/36	per day/weekend/week	
Sit On Top Kayak with PFD		\$20/35/70	per day/weekend/week	
River Tube with PFD		\$6/12/24	per day/weekend/week	
PFD		\$3/5/10	per day/weekend/week	
For Sale				
Stove Fuel		Mimimum 10% markup		
Bike Repair Parts (Tubes, chains, etc)		Mimimum 10% markup		
Climbing Chalk		Mimimum 10% markup		
Chalk Bag		Mimimum 10% markup		

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL008-STUDENT AFFAIRS				
Personal Training				
New Client Student Option Package				
Fitness Assistant +1 Session		\$	75.00	
Fitness Assistant +3 Session		\$	115.00	
Fitness Assistant +4 Session		\$	187.00	
Fitness Assistant +9 Session		\$	250.00	
Returning Client Student Option Package				
Program Design +1 Session		\$	75.00	
3 Sessions		\$	90.00	
6 Sessions		\$	168.00	
9 Sessions		\$	243.00	
12 Sessions		\$	300.00	
18 Sessions		\$	423.00	
New Client (Non-Student) Option Package				
Fitness Assistant +1 Session		\$	90.00	
Fitness Assistant +3 Session		\$	130.00	
Fitness Assistant +4 Session		\$	217.00	
Fitness Assistant +9 Session		\$	295.00	
Returning Client (Non-Student) Option Package				
Program Design +1 Session		\$	85.00	
3 Sessions		\$	105.00	
6 Sessions		\$	198.00	
9 Sessions		\$	288.00	
12 Sessions		\$	360.00	
18 Sessions		\$	522.00	
Assessment Offerings				
InBody Analysis		\$	10.00	The fees are the same for students, faculty/staff, and alumni with membership.
Fitness Assessment		\$	30.00	
Program Design		\$	45.00	
Group X Private Classes				
Campus Rec Location - 1 Instructor		\$	75.00	
Campus Rec Location - 2 Instructors		\$	105.00	
Off Site Location - 1 Instructor		\$	50.00	
Off Site Location - 2 Instructors		\$	80.00	
Small Group Training				
Fall		\$	125.00	
Spring		\$	125.00	
Summer		\$	75.00	
Group X Pass				
In-person		\$	25.00 per semester (unlimited use)	The cost is dependent on the type of package purchased. Fees are the same for students, faculty/staff and alumni with membership.
Virtual (access to live-streamed class list)		\$	15.00 per semester (unlimited use)	
In-person and Virtual		\$	35.00 per semester (unlimited use)	
Intramural Sports				
Intramural Participant Pass		\$	15.00 per semester (unlimited play)	
Intramural Special Event Pass		\$	5.00 per semester	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL010 - FINANCE				
Bursar's Office				
CampusGuard PCI Online Training Licenses and Annual		\$	52.00	per employee
Touchnet Integrations		\$	2,750.00	per year

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL011-LAW ENFORCEMENT & SAFETY				
Enterprise Risk Management				
Insurance Premium and Claims Processing			See Note	A 10% processing fee will be assessed on each departmental/campus purchase of insurance through the Risk Management Department. The fee will be added to each individual premium charge.
Environmental Health and Safety				
Asbestos Exam		\$ 90.00	per procedure	
Audiogram		\$ 35.00	per procedure	
Biodiesel Fuel and materials		\$ 4.00	per gallon and materials	If materials and supplies exceed \$4.00/gallon we will charge more. Applies to the following campuses: Columbia, Medical School, Aiken, Upstate.
Chest X-Ray		\$ 90.00	per procedure	
Environmental Health and Safety Training and Support		\$ 60.00	per hour	Capped \$480/day
Ergonomic Review		\$ 60.00	per procedure	
Physical Exam		\$ 90.00	per procedure	
Pulmonary Function Test		\$ 40.00	per procedure	
Respirator User Exam		\$ 60.00	per procedure	
Retina Exam (laser users)		\$ 90.00	per procedure	
Vision Exam		\$ 30.00	per procedure	
Fire Safety				
Annual Fire Pump Flow		\$ 60.00	per hour	
Fire Alarm System and Device Maintenance, Repair, and		\$ 60.00	per hour	
Fire and Life Safety Services		\$ 60.00	per hour	Capped \$480/day
Fire Pump Exercise		\$ 60.00	per hour	
Sprinkler Maintenance		\$ 60.00	per hour	
Special Services				
Police and Civilian Personnel for Events		\$53 - \$145.00	per hour	Rate charges determined by type and level of personnel. Assignments are staffed at a 3 hour minimum.
1 Set of Mag Equipment	\$	100.00	per event	Set includes: 1 walk-through magnetometer, 1 hand wand, and up to 4 pieces of bike rack.
Staffing/ Holiday Incentives		\$100 - \$500.00	per employee	As determined necessary by the Division of Law Enforcement and Safety.

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL012-BUSINESS AFFAIRS				
Carolina Card Office				
Annual Door Access Fee		\$ 100.00	per door reader	Yearly fee per door reader charged to department.
Annual Mobile License Fees		See Note	% of licensing costs	% of costs proportional to number of users. Departments to pay installation, equipment and wiring costs per door on the Gold Access system charged yearly.
Damaged Card Fee		\$ 25.00	per instance	
Door Access Installation		See Note	per installation	Cost for install of new door access reader starts at \$4,000. This includes access memory board, card reader, supplies, and labor for installation. Price can vary by project.
Replacement Card		\$ 35.00	per card	
Turbo/Attendance Rental		\$ 100.00	per event	Rental fee plus 3% of CarolinaCash sales during usage.
Vendor Fee 3% CarolinaCard sales		See Note	3% of Carolina Cash sales	Plus any charges for equipment and wiring associated with using the CarolinaCard.

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL014-DIVISION OF INFORMATION TECHNOLOGY				
DoIT				
Campus IT Assessment Aiken		\$ 4.60	per month per FTE	
Campus IT Assessment Beaufort		\$ 4.60	per month per FTE	
Campus IT Assessment Lancaster		\$ 4.60	per month per FTE	
Campus IT Assessment Salkehatchie		\$ 4.60	per month per FTE	
Campus IT Assessment Sumter		\$ 4.60	per month per FTE	
Campus IT Assessment Union		\$ 4.60	per month per FTE	
Campus IT Assessment Upstate		\$ 4.60	per month per FTE	
Classroom Studio		\$ 75.00	hourly	For all campuses
Digital Signage		\$ 25.00	per month	Rate applies to all campuses
EC500 License Fee		\$ 50.00	one time	Columbia only
Gamecock Cable Subscription Rate		\$ 25.00	per month	Applies to all campuses. NLA Oct. 1, 2021
Cable Streaming Service		\$ 180.00	per year per user	Effective Oct. 1, 2021
Labor-Specialized		\$ 125.00	per hour	This system-wide blended rate is for highly specialized IT services, which require unique technical skills. Some examples of these services are software development, database administration and support, software application administration and support.
Training/Meeting Facilities Hourly Rental		\$ 50.00	per hour	
DoIT General Labor Rate		\$ 75.00	per hour	(1 hr minimum)
DoIT Inventory	See Note		material cost + freight/taxes+10%	For all campuses
Windows Web Hosting Site plus MS SQL		\$ 50.00	per month	
DoIT Mainframe				
Data Entry		\$ 20.00	per hour	
Microfiche		\$ 0.35	per fiche (copy) and 1.35 per fiche (original)	
Scanning		\$ 0.05	per sheet	\$5.00 minimum

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL014-DIVISION OF INFORMATION TECHNOLOGY				
DoIT Service Level Agreements				
SharePoint Hosting-Standard		\$ 100.00	per month	
File Services SLA		\$ 0.10	per GB per month	The file sharing SLA provides 3 tiers (Bronze, Silver, and Gold) as options. Bronze .06/GB/Month - single, non-replicated file sharing on primary storage. Silver .10/GB/Month - Mirrored file sharing on primary and secondary storage, replicated between UTS and a 2nd location. Gold .30/GB/Month - Mirrored file sharing on primary and secondary storage, replicated between UTS and a 2nd location, in addition to a third copy replicated on tape off-Rate assessed when storage limits of Server SLA allotments are exceeded. Amount varies based on size and access
Tier 1 Standard Storage		\$ 0.10	per GB	
Virtual Desktop Infrastructure (Advanced)		\$ 50.00	per month	
Virtual Desktop Infrastructure (Basic)		\$ 35.00	per month	
Virtual Servers (Custom)	See Note		per month	This rate includes 5 GB to 30 GB Ram, up to 1 TB disk space. Incremental storage available at , \$0.20 per GB. Go to following link for pricing http://uts.sc.edu/sla/virtualserver.shtml
Backup Service Only 100GB - 200 GB		\$ 90.00	per month	
Backup Service Only 100GB or less		\$ 50.00	per month	
Backup Service Only 200GB - 300 GB		\$ 140.00	per month	
Backup Service Only Greater than 300 GB		\$ 140.00	plus \$7.50 for each incremental 100GB	
Desktop Support- Service Level Agreement (Advanced)		\$ 40.00	per FTE per month	Advanced desktop support service level agreements allows for multiple devices to be supported up to a maximum of five (5) devices. In addition, some departments use non-standard equipment (example, personal purchased equipment) that require additional work.
Desktop Support-Service Level Agreement (Basic)		\$ 25.00	per employee per month	
Desktop Support-Service Level Agreement (Lab)		\$ 12.50	per lab desktop per month	
Virtual Server		\$ 106.00	per server per month	Virtual Server (Base) \$100/server/month operating systems installation, configuration, patching, upgrades, virus protection and 24/7 operating system monitoring and normal business hour support M-F; Virtual Central Processor Unit (VCPU) \$5/VCPU/month base
SharePoint Hosting-Enterprise		\$ 210.00	per month	
SharePoint Hosting-Grandfather		\$ 45.00	per month	
SharePoint Hosting-Secure		\$ 480.00	per month	
Colocation Full Rack		\$ 2,000.00	per year	
Colocation Shared Rack		\$ 50.00	per year, per rack	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL014-DIVISION OF INFORMATION TECHNOLOGY				
DoIT Telephone and Network Services				
Enhanced Monthly Telephone Service		\$ 34.00	per month	University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
Enhanced Voice Mail - Monthly Charge		See Note	per month	
Fax/Modem		\$ 19.00	per month	Price varies with mailbox class of service; University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
Network Services-Consolidated rate for network and telecommunication services		\$ 41.00	per FTE per month	
Telephone Conference Services		\$ 0.10	minute/person	Rate applies to Columbia campus only; Fee Structure includes the following services: Telecommunications Long Distance, Voice Mail (Basic), Campus services: Local and Security and Safety Technology, Emergency Call Boxes, Fire Alarms, Security Alarms, Network Common Services - Consolidated rate for network and telecommunications
Telephone Installation - Basic		\$ 160.00		
Telephone Installation - Enhanced		\$ 220.00		
Telephone Installation - Upgrade from basic to enhanced		\$ 80.00		
Administrative Long Distance		\$ 0.05	per minute	
Basic Monthly Telephone Service		\$ 19.00	per month	University Telephone user fees remain in place for all Agency Fund activities. Other University units will be charged on a per FTE basis as of FY2012.
Conference Bridge		\$ 70.00	per year	This is a University owned product allows for a dedicated Conference Bridge with 50 available participants. This service includes Web Collaboration and negates having to setup Ad Hoc conference bridging that is charged \$18.75 per use for setup.

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL016-HUMAN RESOURCES				
Floater Pool Services				
Floater Pool Services-Rates-Tier 1		\$ 25.00	per hour	per agreed upon hourly rate
Floater Pool Services-Rates-Tier 2		\$ 27.50	per hour	per agreed upon hourly rate
Floater Pool Services-Rates-Tier 3		\$ 30.00	per hour	per agreed upon hourly rate
Floater Pool Services-Rates-Custom		See Note		per agreed upon hourly rate
Organizational and Professional Development Services				
½ Day Workshop		\$ 30.00		
Customized Training Programs		See Note		estimates for training available
Full Day Workshop		\$ 60.00		
Leadership Development Programs		\$ 150.00	per day	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL020-SUMMER, EVENING, & NON-DEGREE PROGRAMS				
Continuing Education & Conferences (Close-Hipp Building)				
Barringer House	Student Group	\$ 200.00	for half day (up to 6 hours)	
Barringer House	Student Group	\$ 325.00	for full day (over 6 hours)	
Barringer House	University Department	\$ 250.00	for half day (up to 6 hours)	
Barringer House	University Department	\$ 425.00	for full day (over 6 hours)	
Barringer House	State Agency / Non-Profit	\$ 300.00	for half day (up to 6 hrs)	
Barringer House	State Agency / Non-Profit	\$ 575.00	for full day (over 6 hrs)	
Barringer House	Corporate / Other	\$ 400.00	for half day (up to 6 hrs)	
Barringer House	Corporate / Other	\$ 675.00	for full day (over 6 hrs)	
Finlay Gardens	Student Group	\$ 200.00	for half day (up to 6 hours)	
Finlay Gardens	Student Group	\$ 325.00	for full day (over 6 hours)	
Finlay Gardens	University Department	\$ 250.00	for half day (up to 6 hours)	
Finlay Gardens	University Department	\$ 425.00	for full day (over 6 hours)	
Finlay Gardens	State Agency / Non-Profit	\$ 300.00	for half day (up to 6 hrs)	
Finlay Gardens	State Agency / Non-Profit	\$ 575.00	for full day (over 6 hrs)	
Finlay Gardens	Corporate / Other	\$ 400.00	for half day (up to 6 hrs)	
Finlay Gardens	Corporate / Other	\$ 675.00	for full day (over 6 hrs)	
Board Room #838 (fixed seating; capacity- 12)	University Department	\$ 50.00	for half day (up to 6 hours)	
Board Room #838 (fixed seating; capacity- 12)	University Department	\$ 100.00	for full day (over 6 hours)	
Board Room #838 (fixed seating; capacity- 12)	State Agency / Non-Profit	\$ 100.00	for half day (up to 6 hrs)	
Board Room #838 (fixed seating; capacity- 12)	State Agency / Non-Profit	\$ 150.00	for full day (over 6 hrs)	
Board Room #838 (fixed seating; capacity- 12)	Corporate / Other	\$ 150.00	for half day (up to 6 hrs)	
Board Room #838 (fixed seating; capacity- 12)	Corporate / Other	\$ 200.00	for full day (over 6 hrs)	
Conf Room #829 (multi-purpose; capacity- 50)	University Department	\$ 200.00	for half day (up to 6 hours)	
Conf Room #829 (multi-purpose; capacity- 50)	University Department	\$ 400.00	for full day (over 6 hours)	
Conf Room #829 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$ 250.00	for half day (up to 6 hrs)	
Conf Room #829 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$ 500.00	for full day (over 6 hrs)	
Conf Room #829 (multi-purpose; capacity- 50)	Corporate / Other	\$ 300.00	for half day (up to 6 hrs)	
Conf Room #829 (multi-purpose; capacity- 50)	Corporate / Other	\$ 600.00	for full day (over 6 hrs)	
Conf Room #836 (movable; capacity- 32)	University Department	\$ 100.00	for half day (up to 6 hours)	
Conf Room #836 (movable; capacity- 32)	University Department	\$ 200.00	for full day (over 6 hours)	
Conf Room #836 (movable; capacity- 32)	State Agency / Non-Profit	\$ 175.00	for half day (up to 6 hrs)	
Conf Room #836 (movable; capacity- 32)	State Agency / Non-Profit	\$ 350.00	for full day (over 6 hrs)	
Conf Room #836 (movable; capacity- 32)	Corporate / Other	\$ 250.00	for half day (up to 6 hrs)	
Conf Room #836 (movable; capacity- 32)	Corporate / Other	\$ 500.00	for full day (over 6 hrs)	
Conf Room #837 (movable; capacity- 30)	University Department	\$ 100.00	for half day (up to 6 hours)	
Conf Room #837 (movable; capacity- 30)	University Department	\$ 200.00	for full day (over 6 hours)	
Conf Room #837 (movable; capacity- 30)	State Agency / Non-Profit	\$ 175.00	for half day (up to 6 hrs)	
Conf Room #837 (movable; capacity- 30)	State Agency / Non-Profit	\$ 350.00	for full day (over 6 hrs)	
Conf Room #837 (movable; capacity- 30)	Corporate / Other	\$ 250.00	for half day (up to 6 hrs)	
Conf Room #837 (movable; capacity- 30)	Corporate / Other	\$ 500.00	for full day (over 6 hrs)	
Conf Room #839 (fixed seating; capacity- 65)	University Department	\$ 150.00	for half day (up to 6 hours)	
Conf Room #839 (fixed seating; capacity- 65)	University Department	\$ 300.00	for full day (over 6 hours)	
Conf Room #839 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$ 225.00	for half day (up to 6 hrs)	
Conf Room #839 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$ 450.00	for full day (over 6 hrs)	
Conf Room #839 (fixed seating; capacity- 65)	Corporate / Other	\$ 300.00	for half day (up to 6 hrs)	
Conf Room #839 (fixed seating; capacity- 65)	Corporate / Other	\$ 600.00	for full day (over 6 hrs)	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL020-SUMMER, EVENING, & NON-DEGREE PROGRAMS				
Conf Room #840 (fixed seating; capacity- 65)	University Department	\$ 150.00	for half day (up to 6 hours)	
Conf Room #840 (fixed seating; capacity- 65)	University Department	\$ 300.00	for full day (over 6 hours)	
Conf Room #840 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$ 225.00	for half day (up to 6 hrs)	
Conf Room #840 (fixed seating; capacity- 65)	State Agency / Non-Profit	\$ 450.00	for full day (over 6 hrs)	
Conf Room #840 (fixed seating; capacity- 65)	Corporate / Other	\$ 300.00	for half day (up to 6 hrs)	
Conf Room #840 (fixed seating; capacity- 65)	Corporate / Other	\$ 500.00	for full day (over 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	University Department	\$ 200.00	for half day (up to 6 hours)	
Conf Room #841 (multi-purpose; capacity- 50)	University Department	\$ 400.00	for full day (over 6 hours)	
Conf Room #841 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$ 250.00	for half day (up to 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	State Agency / Non-Profit	\$ 500.00	for full day (over 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	Corporate / Other	\$ 300.00	for half day (up to 6 hrs)	
Conf Room #841 (multi-purpose; capacity- 50)	Corporate / Other	\$ 600.00	for full day (over 6 hrs)	
Dining Area (campus view; capacity- varies)	University Department	\$ 150.00	for half day (up to 6 hours)	
Dining Area (campus view; capacity- varies)	University Department	\$ 300.00	for full day (over 6 hours)	
Dining Area (campus view; capacity- varies)	State Agency / Non-Profit	\$ 225.00	for half day (up to 6 hrs)	
Dining Area (campus view; capacity- varies)	State Agency / Non-Profit	\$ 450.00	for full day (over 6 hrs)	
Dining Area (campus view; capacity- varies)	Corporate / Other	\$ 300.00	for half day (up to 6 hrs)	
Dining Area (campus view; capacity- varies)	Corporate / Other	\$ 600.00	for full day (over 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	University Department	\$ 250.00	for half day (up to 6 hours)	
Lumpkin Auditorium (fixed seating; capacity- 150)	University Department	\$ 500.00	for full day (over 6 hours)	
Lumpkin Auditorium (fixed seating; capacity- 150)	State Agency / Non-Profit	\$ 325.00	for half day (up to 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	State Agency / Non-Profit	\$ 650.00	for full day (over 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	Corporate / Other	\$ 400.00	for half day (up to 6 hrs)	
Lumpkin Auditorium (fixed seating; capacity- 150)	Corporate / Other	\$ 800.00	for full day (over 6 hrs)	
Reception area (suite lobby; capacity- varies)	University Department	\$ 150.00	for half day (up to 6 hours)	
Reception area (suite lobby; capacity- varies)	University Department	\$ 300.00	for full day (over 6 hours)	
Reception area (suite lobby; capacity- varies)	State Agency / Non-Profit	\$ 225.00	for half day (up to 6 hrs)	
Reception area (suite lobby; capacity- varies)	State Agency / Non-Profit	\$ 450.00	for full day (over 6 hrs)	
Reception area (suite lobby; capacity- varies)	Corporate / Other	\$ 300.00	for half day (up to 6 hrs)	
Reception area (suite lobby; capacity- varies)	Corporate / Other	\$ 600.00	for full day (over 6 hrs)	
Cocktail Table		\$ 8.00	per use	
Table (round or rectangle)		\$ 8.00	per use	
Tablecloth		\$ 15.00	per use	
University Conference Center Staffing Fee		\$ 25.00	per hour	Rentals within 8:30 a.m. - 5 p.m., Monday - Friday
University Conference Center Staffing Fee		\$ 50.00	per hour	Rentals beyond 8:30 a.m. - 5 p.m., Monday - Friday

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL029-UNIVERSITY LIBRARIES				
University Libraries				
Charge for black and white copies or printed pages		\$ 0.25	per copy or print	Also includes Music Library
Color Copy or Print		\$ 0.50	per copy or print	
Hollings Special Collections Library Reproduction Fee		\$ 0.35	per page	Photocopying is \$.35 per page up to 50 pages. After 50 pages, charges are by hour.
Hollings Special Collections Library Scanning Fee		\$ 25.00	per hour	First hour is free. Hours after that are charged at \$25 per hour.
Digital Collections Reprographic Services		\$ 10.00	per hour	Regular requests are \$10 per hour. Special requests are \$15 per hour.
South Caroliniana Reproduction Fee		\$ 50.00	per hour	First hour is free. Hours after that are charged at \$50 an hour.
Hollings Program Room	Non-USC	\$ 2,500.00	per 3 hr event; after hours M-F	
Hollings Program Room	USC	\$ 1,000.00	per 3 hr event; after hours M-F	
Hollings Program Room	Non-USC	\$ 700.00	per 3 hr event; regular business hours	
Hollings Program Room	USC	\$ 350.00	per 3 hr event; regular business hours	
Hollings Program Room	Non-USC	\$ 5,200.00	per 3 hr event; weekends	
Hollings Program Room	USC	\$ 5,000.00	per 3 hr event; weekends	
Hollings Seminar Room	Non-USC	\$ 1,500.00	per 3 hr event; after hours M-F	
Hollings Seminar Room	USC	\$ 1,000.00	per 3 hr event; after hours M-F	
Hollings Seminar Room	Non-USC	\$ 250.00	per 3 hr event; regular business hours	
Hollings Seminar Room	USC	\$ 100.00	per 3 hr event; regular business hours	
Hollings Seminar Room	Non-USC	\$ 5,200.00	per 3 hr event; weekends	
Hollings Seminar Room	USC	\$ 5,000.00	per 3 hr event; weekends	
Hollings Use of Portable Stage		\$ 300.00	per rental	
Hollings Custodial Fee		\$ 300.00	per event	
Hollings AV Fee		\$ 250.00	per event	
Music Library, Lower Level		\$ 500.00	per event	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL034-PUBLIC HEALTH				
School of Public Health				
Audio and Video Production		\$ 75.00	per hour	
Website and Database Development		\$ 100.00	per hour	
Website and Database Hosting		\$ 75.00	per month	
ASPH Research Group Use of Kitchen		\$ 100.00	per hour	All research use of the kitchen: Consult with Kitchen Director for availability, then request approval from Associate Dean for Research in consultation with Kitchen
Evaluation Services		\$ 75.00	per hour	
Senior Level Evaluation Consultation		\$ 125.00	per hour	
Facilitation Services		\$ 75.00	per hour	
Kitchen Rental Rate Classes + Demonstrations (non-research)		\$ 100.00	per hour	
Planning and Evaluation: General Labor Rate		\$ 75.00	per hour	one hour minimum
Planning and Evaluation: Data Entry		\$ 30.00	per hour	
Planning and Evaluation: Document Scanning		\$ 0.05	per page	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL037-HOSPITALITY RETAIL & SPORTS MANAGEMENT				
Hospitality Retail & Sports Management				
Classroom 801A (seats 75)	Student Group	\$ 225.00	per day	Available M-F 8am to 5pm only.
Classroom 801A (seats 75)	University Department	\$ 450.00	per day	Available M-F 8am to 5pm only.
Classroom 801A (seats 75)	External Party or USC Affiliate	\$ 600.00	per day	Available M-F 8am to 5pm only.
Classroom 828 (seats 64)	Student Group	\$ 225.00	per day	Available M-F 8am to 5pm only.
Classroom 828 (seats 64)	University Department	\$ 450.00	per day	Available M-F 8am to 5pm only.
Classroom 828 (seats 64)	External Party or USC Affiliate	\$ 600.00	per day	Available M-F 8am to 5pm only.
Darlington Event Space	Student Group	\$ 250.00	per day	
Darlington Event Space	University Department	\$ 500.00	per day	
Darlington Event Space	External Party or USC Affiliate	\$ 750.00	per day	
Marriott Demo Kitchen/Classroom (seats 32)	Student Group	\$ 500.00	per day	
Marriott Demo Kitchen/Classroom (seats 32)	University Department	\$ 1,000.00	per day	
Marriott Demo Kitchen/Classroom (seats 32)	External Party or USC Affiliate	\$ 2,000.00	per day	
Marriott Lab Kitchen (10 stations/ 20 people)	Student Group	\$ 500.00	per day	
Marriott Lab Kitchen (10 stations/ 20 people)	University Department	\$ 1,000.00	per day	
Marriott Lab Kitchen (10 stations/ 20 people)	External Party or USC Affiliate	\$ 2,000.00	per day	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL038-MOORE SCHOOL OF BUSINESS				
Darla Moore School of Business				
Facility Set Up/Clean Up Fee		\$ 150.00	Per event or use of facility	
Technology Support Fee		\$ 75.00	Per event or use of facility	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL043-LAW SCHOOL				
Law School				
Karen Williams Courtroom Space fee	USC	\$ 400.00	per half day; M-F 8:30 - 5:00	
Karen Williams Courtroom Space fee	External Party or USC Affiliate	\$ 750.00	per half day	
Law School Classroom Space fee	USC	\$ 75.00	per half day; M-F 8:30 - 5:00	
Law School Classroom Space fee	External Party or USC Affiliate	\$ 275.00	per half day	
Law School Event Space fee	USC	\$ 150.00	per half day	
Law School Event Space fee	External Party or USC Affiliate	\$ 500.00	per half day	
Academic Technology fee		\$ 125.00	per use	
Administrative fee		\$ 250.00	per use	
Chair Event Set-up/Tear-Down fee	USC	\$ 3.00	per chair per event	
Chair Event Set-up/Tear-Down fee	External Party or USC Affiliate	\$ 5.00	per chair per event	
IT Fee for Additional Support		\$ 75.00	per 30 minutes of support	
Table Event Set-up/Tear-Down fee	USC	\$ 10.00	per table per event	
Table Event Set-up/Tear-Down fee	External Party or USC Affiliate	\$ 15.00	per table per event	
Linen Rental Fee		\$ 20.00	per occurrence	
Setup Late Change fee		\$ 50.00	per occurrence	
Stanchion Rental fee		\$ 10.00	per occurrence	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL044-COLLEGE OF SOCIAL WORK				
College of Social Work				
Room Reservation fee		\$ 50.00	as requested	
CL061 - INSTITUTE FOR FAMILIES IN SOCIETY				
Institute for Families in Society				
COE Evaluation and Consultation Activities		\$ 100.00	per hour	
Data Analysis Activities		\$ 65.00	per hour	
Data Entry Activities		\$ 40.00	per hour	
Data Research Activities		\$ 75.00	per hour	
Geographic information system Activities		\$ 50.00	per hour	
IHP Evaluation and Consultation Activities		\$ 80.00	per hour	
Information Technology Activities		\$ 60.00	per hour	
Maternal and Child Health Evaluation Activities		\$ 50.00	per hour	
Statistic and Analytic Activities		\$ 60.00	per hour	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL068-FACILITY SERVICES				
Custodial Services				
Custodial (overtime)		\$ 40.00	per hour overtime	
Custodial (weekday)		\$ 26.00	per hour weekday	
Dumpster Pickups & Pulls				
2 yard		\$ 20.00	per container & month	
2 yard		\$ 13.00	per container & pickup	
2 yard compactor		\$ 120.00	per container & month	
2 yard compactor		\$ 22.00	per container & pickup	
3 yard VPI		\$ 161.00	per container & month	
3 yard VPI		\$ 31.00	per container & pickup	
30, 35, 40 yard		\$ 63.00	per container & month	
30, 35, 40 yard		\$ 15.75	per container & per week	
30, 35, 40 yard per pull		\$ 189.00	per container	\$70-\$80 per pull
6 yard VPI		\$ 161.00	per container & month	
6 yard VPI		\$ 46.00	per container & pickup	
8 yard		\$ 28.00	per container & month	
8 yard		\$ 22.00	per container & pickup	
8 yard Encl		\$ 28.00	per container & month	
8 yard Encl		\$ 26.00	per container & pickup	
8 yard VPI		\$ 169.00	per container & month	
8 yard VPI		\$ 42.00	per container & pickup	
16 yard roll off		\$ 33.00	per pull	
Facilities Recycling				
2 Yard Cardboard		\$ 5.25	per pickup	
2 Yard Cardboard Rental		\$ 15.75	per month	
8 Yard Cardboard		\$ 8.50	per pickup	
8 Yard Cardboard Rental		\$ 22.00	per month	
Blue Recycle Roll cart Fee		\$ 3.25	per month	
Facilities Services Equipment Rental				
Air Compressor		\$ 300.00	daily	Plus the cost of man hours to operate
Air Compressor		\$ 50.00	hourly	
Backhoe/Loader		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Backhoe/Loader		\$ 30.00	hourly	Plus the cost for driver hours and fuel used.
Bucket Truck		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Bucket Truck		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
CD Truck		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
CD Truck		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
Chairs		\$ 1.05	daily	Plus the cost of man hours and set-up and breakdown.
Chairs		\$ 4.25	weekly	Plus the cost of man hours and set-up and breakdown.
Dump Truck		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Dump Truck		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
Electric Lift		\$ 300.00	daily	Plus the cost of man hours to operate.
Electric Lift		\$ 50.00	hourly	
Emergency Generators 10 KW 60 KW		\$ 250.00	daily	Plus fuel used
Emergency Generators - 10kw - 60kw - Weekly Rental		\$ 1,000.00	weekly	
Emergency Generators - less than 10kw -		\$ 400.00	weekly	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL068-FACILITY SERVICES				
Weekly Rental				
Emergency Generators less than 10 KW		\$ 100.00	daily	Plus fuel used
Pick-up Truck		\$ 120.00	daily	Plus the cost for driver hours and fuel used.
Pick-up Truck		\$ 20.00	hourly	
Plastic Trash Cans		\$ 1.00	daily	
Plastic Trash Cans		\$ 4.00	weekly	Plus the cost of man hours to deliver and set- up.
Platforms		\$ 25.00	daily	
Platforms - Weekly Rental		\$ 100.00	weekly	
Podium Large Daily Rental		\$ 105.00	daily	
Podiums		\$ 5.25	daily	
Podiums		\$ 21.00	weekly	
Pressure Washer System		\$ 150.00	daily	Plus the cost for driver hours and fuel used.
Pressure Washer System		\$ 25.00	hourly	
Recycling Bins (Roll Carts)		\$ 1.00	daily	
Recycling Bins (Roll Carts)		\$ 4.00	weekly	Plus the cost of man hours to deliver and pick up
Skid Steer Loader		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Skid Steer Loader		\$ 50.00	hourly	Plus the cost for driver hours and fuel used.
Stages		\$ 50.00	daily	Plus the cost of man hours to set-up and breakdown.
Stages - Weekly Rental		\$ 200.00	weekly	
Sweeper Truck		\$ 180.00	daily	Plus the cost for driver hours and fuel used.
Sweeper Truck		\$ 30.00	hourly	Plus the cost for driver hours and fuel used.
Tables		\$ 5.25	daily	Plus the cost of man hours to set-up and breakdown.
Tables		\$ 21.00	weekly	Plus the cost of man hours to set-up and breakdown.
Track Hoe		\$ 300.00	daily	Plus the cost for driver hours and fuel used.
Track Hoe		\$ 50.00	hourly	
Trac-Vac		\$ 90.00	daily	Plus the cost for driver hours and fuel used.
Trac-Vac		\$ 15.00	hourly	
Welder		\$ 240.00	daily	Plus fuel used and the cost of man hours to operate.
Welder		\$ 40.00	hourly	Plus fuel used
Maintenance and Building Modification Services				
Brick Masons (overtime)		\$ 55.00	per hour	
Brick Masons (weekday)		\$ 40.00	per hour	
Building Maintenance (overtime)		\$ 55.00	per hour	
Building Maintenance (weekday)		\$ 40.00	per hour	
Building Modification - Estimator Services (overtime)		\$ 87.00	per hour	
Building Modification - Estimator Services (weekday)		\$ 58.00	per hour	
Carpentry Renovations (overtime)		\$ 55.00	per hour	
Carpentry Renovations (weekday)		\$ 40.00	per hour	
Electrical (overtime)		\$ 58.00	per hour	
Electrical (weekday)		\$ 42.00	per hour	
Electrical Distribution Service (overtime)		\$ 57.00	per hour	
Electrical Distribution Service (weekday)		\$ 41.00	per hour	
Electrical Renovations (overtime)		\$ 55.00	per hour	
Electrical Renovations (weekday)		\$ 40.00	per hour	
Elevators (overtime)		\$ 79.00	per hour	
Elevators (weekday)		\$ 53.00	per hour	
EMS Maintenance (overtime)		\$ 61.00	per hour	

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL068-FACILITY SERVICES				
EMS Maintenance (weekday)		\$ 45.00	per hour	
Grounds (overtime)		\$ 39.00	per hour	
Grounds (weekday)		\$ 28.00	per hour	
Hazardous Material (overtime)		\$ 50.00	per hour	
Hazardous Material (weekday)		\$ 36.00	per hour	
Key Shop		\$ 5.00	per key	
Key Shop (overtime)		\$ 58.00	per hour	
Key Shop (weekday)		\$ 42.00	per hour	
Moving (overtime)		\$ 50.00	per hour	
Moving (weekday)		\$ 36.00	per hour	
Operations & Maintenance Project Management		\$ 60.00	per hour	
Painters (overtime)		\$ 56.00	per hour	Does not include materials, equipment or contract labor if required.
Painters (weekday)		\$ 37.00	per hour	Does not include materials, equipment or contract labor if required.
Pest Control (overtime)		\$ 61.00	per hour	
Pest Control (weekday)		\$ 41.00	per hour	
Plumbing (overtime)		\$ 58.00	per hour	
Plumbing (weekday)		\$ 42.00	per hour	
Project Design Services (in house staff)		\$ 60.00	per hour	
Project Management Services		\$ 60.00	per hour	
Repair Shop (overtime)		\$ 53.00	per hour	
Repair Shop (weekday)		\$ 38.00	per hour	
Roofing Services (overtime)		\$ 50.00	per hour	
Roofing Services (weekday)		\$ 36.00	per hour	
Steam Distribution (overtime)		\$ 58.00	per hour	
Steam Distribution (weekday)		\$ 42.00	per hour	
Waste Management & Recycling Services (overtime)		\$ 53.00	per hour	
Waste Management & Recycling Services (weekday)		\$ 35.00	per hour	
Welding (overtime)		\$ 55.00	per hour	
Welding (weekday)		\$ 40.00	per hour	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL070-INFORMATION & COMMUNICATIONS				
School of Journalism and Mass Communications				
Studio Technician Fee		\$ 85.00	per hour/ per technician	
Deans Conference Room	Non-USC	\$ 150.00	per 3 hour event	615 sq.ft.
Facility Set Up/Clean Up Fee		\$ 150.00	per event	Only charged if a special studio setup is requested prior to arrival or if the studio requires cleaning after event.
Greenhouse Studio Rental	Non-USC	\$ 75.00	per hour	Client to provide all studio equipment needed for production. Two hour minimum.
Greenhouse Studio Rental	USC	\$ 55.00	per hour	Client to provide all studio equipment needed for production. Two hour minimum.
Greenhouse Studio Rental	Non-USC	\$ 585.00	per hour	Includes use of all studio equipment and control room. Two hour minimum.
Greenhouse Studio Rental	USC	\$ 410.00	per hour	Includes use of all studio equipment and control room. Two hour minimum.
Greenhouse Additional Charges		Cost + 10%	per use	
Greenhouse Cancellation Fee		See Note	per event	Cancellations made 48 hours or less before an appointment may be subject to a charge of half the rental fee.
Live Broadcast Fee		See Note	per event	Live broadcast rates are set by third party vendor and vary based on a variety of factors. Call for quote.
Multimedia Room	Non-USC	\$ 350.00	per 3 hour event; regular working hours	1744 sq.ft.
Multimedia Room	USC	\$ 200.00	per 3 hour event; regular working hours	1744 sq.ft.
Multimedia Room	Non-USC	\$ 500.00	per event; after hours	M-F 5:00 pm - 9:00 pm, Sat/Sun 8:30 am - 9:00 pm; 1744 sq.ft.
Multimedia Room	USC	\$ 350.00	per event; after hours	M-F 5:00 pm - 9:00 pm, Sat/Sun 8:30 am - 9:00 pm; 1744 sq.ft.
Rooftop Garden	Non-USC	\$ 500.00	per event; after hours	5:00 pm - 9:00 pm; 493 sq.ft.
Rooftop Garden	USC	\$ 350.00	per event; after hours	5:00 pm - 9:00 pm; 493 sq.ft.
Technology Support Fee		\$ 75.00	per 30 minutes of support	
Biometrics Lab Basic Research Package:				
Up to 50 Participants	Student Group/ USC/ Non-USC	\$500/ \$1,500/ \$2,000		
50 - 100 Participants	Student Group/ USC/ Non-USC	\$750/ \$2,000/ \$2,500		
100 - 250 Participants	Student Group/ USC/ Non-USC	\$1,000/ \$2,500/ \$3,000		
250 - 500 Participants	Student Group/ USC/ Non-USC	\$1,500/ \$5,000/ \$6,000		
Over 500 Participants		Call for quote		
Biometrics Lab Premium Research Package:				
Up to 50 Participants	Student Group/ USC/ Non-USC	\$1,000/ \$3,000/ \$4,000		
50 - 100 Participants	Student Group/ USC/ Non-USC	\$1,500/ \$4,000/ \$5,000		
100 - 250 Participants	Student Group/ USC/ Non-USC	\$2,000/ \$5,000/ \$6,000		
250 - 500 Participants	Student Group/ USC/ Non-USC	\$3,000/ \$10,000/ \$12,000		
Over 500 Participants		Call for quote		

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL071-ARTS AND SCIENCES				
African American Studies Program				
Booker T. Washington Auditorium Rental		\$ 375.00	per usage	
Fannie Phelps Adams Room Rental		\$ 50.00	per usage	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL078-UNIVERSITY COMMUNICATIONS				
Printing Services				
Copier/Printer Administrative Fee		\$ 45.00	Per device per month	Monthly admin fee per device
Print Management		\$ 3.00	Per device per month	Fee applies to desktop printers
Student Printing Services - 8.5 x 11 Black Print		\$ 0.15	Per Side	
Student Printing Services - 11 x 17 Black Print		\$ 0.30	Per Side	
Student Printing Services - 8.5 x 11 Color Print		\$ 0.50	Per Side	
Student Printing Services - 11 x 17 Color Print		\$ 1.00	Per Side	
Individual Print or Copy Orders			See Note	The cost associated with satisfying individual print and copy orders varies depending on volume, quality of material, time to produce, and technology used to satisfy the client's specific requirements. Estimates are provided upon request.
Photography				
Photography Fee		\$ 95.00	per hour	
University Communications				
Campus Partner Freelance Writing Service Rate		\$ 80.00	per hour	
Campus Partner Graphic Design Service Rate		\$ 80.00	per hour	
Campus Partner Marketing Strategy Service Rate		\$ 170.00	per hour	
Campus Partner Media Buying Service Rate		\$ 80.00	per hour	
Campus Partner Public Relations Service Rate		\$ 95.00	per hour	
Campus Partner Videography Service Rater		\$ 95.00	per hour	
Campus Partner Web and Digital Service Rates		\$ 95.00	per hour	
Web Communications				
Information Architecture		\$ 65.00	per hour	
Web Content		\$ 50.00	per hour	
Freedom of Information Act Requests				
Search and Retrieval of Records		\$ 25.00	per hour	
Redaction of Records		\$ 20.00	per hour	
Search and Retrieval of Emails or Texts		\$ 40.00	per hour	
Physical Hard Copies Printed		\$ 0.10	per page	
Mailing of Hard Copies			See Note	Actual cost of postage

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL080-POSTAL SERVICES				
Post Office				
Passport Application Processing Fee		\$ 35.00	each	
Passport Photograph Fee		\$ 15.00	each	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL086-ACADEMIC SUPPORT SERVICES				
Student Success Center				
Student Success Center Supplemental Instruction Sections (USC Department)		\$ 1,750.00	per semester per section	
Student Success Center Tutor Fee		\$ 1,360.00	Fall, Spring per semester	

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL087-UNIVERSITY HEALTH SERVICES				
University Health Services				
Camp/Summer Program Daily Health Fee		\$	4.25	per participant per day
UHS CHW 114 Conference Room	Student Group / University Department	\$	25.00	per hour (1 hour minimum)
UHS CHW 114 Conference Room	External, USC Sponsored	\$	45.00	per hour (1 hour minimum)
UHS CHW room 215 Calm Oasis	External, USC Sponsored	\$	125.00	per hour (2 hour minimum)
UHS CHW room 215 Calm Oasis	Student Group / University Department	\$	100.00	per hour (2 hour minimum)
UHS CHW room 217	External, USC Sponsored	\$	125.00	per hour (2 hour minimum)
UHS CHW room 217	Student Group / University Department	\$	100.00	per hour (2 hour minimum)
UHS No Show or Cancellation (less than 24 hours notice)	Student Group / University Department	\$	100.00	per occurrence
UHS Operations (setup) Fee, CHW rooms 215, 217, 219	External, USC Sponsored	\$	55.00	per occurrence
UHS Operations (setup) Fee, CHW rooms 215, 217, 219	Student Group / University Department	\$	40.00	per occurrence
UHS User/ cleanup fee (when food is brought into space) CHW 215, 217, 219	External, USC Sponsored	\$	45.00	per occurrence
UHS User/cleanup fee (when food is brought into space) CHW 215, 217, 219	Student Group / University Department	\$	40.00	per occurrence
UHS Weekend/ After Hours Staffing Fee	External, USC Sponsored	\$	75.00	per hour
UHS Weekend/ After Hours Staffing Fee	Student Group / University Department	\$	50.00	per hour
UHS CHW Nutritionist on site for instruction (does not include use of kitchen room 219))		\$	100.00	per hour (2 hour minimum)
UHS CHW room 219 Demo Kitchen	External, USC Sponsored	\$	125.00	per hour (2 hour minimum)
UHS CHW room 219 Demo Kitchen	Student Group / University Department	\$	100.00	per hour (2 hour minimum)
UHS General Labor Rate		\$	75.00	per hour
UHS Lapel Microphone	All Groups	\$	35.00	per day, per microphone
UHS Laptop Computer	All Groups	\$	50.00	per occurrence
UHS Laser Pointer/ Presenter	All Groups	\$	15.00	per day, per presenter
UHS Multimedia Meeting Room A/V CHW 114	External, USC Sponsored	\$	75.00	per use
UHS Multimedia Meeting Room A/V CHW 114	Student Group / University Department	\$	40.00	per use
UHS No Show or Cancellation (less than 24 hours notice)	External, USC Sponsored	\$	150.00	per occurrence
UHS Polycom Teleconferencing CHW 217	All Groups	\$	50.00	per day
UHS Power Cords/ Power Strips	All Groups	\$	5.00	per day, per cord/strip
UHS Smart Lectern	All Groups	\$	100.00	per day

Notes:

Affiliate: external party not sponsored by USC group

FY24 User Fees

Description	Group Specific	FY2023-2024 Charge	Frequency	Note
CL088-TRANSPORTATION				
Bus Rental				
Bus		\$ 2.00	per mile	
Driver		\$ 30.00	per hour	weekdays 7:30am - 5:00 pm
Driver (overtime)		\$ 42.00	per hour overtime	After hours/Weekends/Holidays,4 hour minimum)
Cutaway Style Shuttle		\$ 165.00	per weekday	
Cutaway Style Shuttle		\$ 235.00	per weekend day	
Transit Style Shuttle		\$ 205.00	per weekday	
Transit Style Shuttle		\$ 275.00	per weekend day	
Van Training		\$ 40.00	per person	
Departmental Parking Charges				
Administrative Permit Departmental Rate		\$ 360.00	year	
Conferences/Camps Weekly Parking AD/S Lots		\$ 10.00	per permit per week	
Daily & Weekly garage charge (Surface Lot)		\$ 10.00	daily & weekly	
Daily Garage Pass - Non Reserved		\$ 8.00	per pass per day	
Daily Garage Pass - Reserved		\$ 10.00	per permit per day	
Daily Metered Space Reserved		\$ 10.00	daily & weekly	
Departmental Visitor Pass		\$ 8.00	per pass per day	
Faculty/Staff - Surface Lot Permit		\$ 25.00	month	
Limited Access Permit		\$ 240.00	year	
Orientation Parking Fee		\$ 3.00	per permit per day	
Reserved Spaces Set-up Fee		\$ 25.00	per set up	
Security Services (per hour)		\$ 20.00	per hour	
Service Vehicle Parking Fee (associated with maintenance & repair vehicles)		\$ 120.00	year	
State Vehicle Reserved Parking Fee		\$ 300.00	year	
Universal Garage Limited Access - VIP		\$ 360.00	year	

Notes:

Affiliate: external party not sponsored by USC group