

The University of South Dakota

Facility Use Daily Fee Schedule

Individuals and groups wishing to reserve a room within the Muenster University Center must reference the table listed below and their associated tier. A deposit of 50%, paid by check or cash, is due upon reserving a space*. Spaces must be paid in full before access is granted. If parties are found responsible for damages to the building, equipment, or furnishings they will be assessed the amount to repair the item to its original state.

- Tier 1: Any Recognized Student Organization or any USD department, academic or administration.
 - Examples: student organization events, Music Department noon music concert, Student Government Association meetings
- Tier 2: An event that is sponsored by a USD Department or recognized student organization that involves non USD participants.
 - Examples: Association of College Unions International Regional Meeting, Greek Student Leaders Area Conference, USD Women’s Conference
- Tier 3: A for-profit or non-profit group not associated with the University or an individual wishing to reserve a space for private use.
 - Examples: Weddings, anniversary parties, conferences or meetings not associated with a university department

The Muenster University Center is the student union of The University of South Dakota. This building will serve many functions, with a primary focus to serve the USD student body through student meetings, events, social gatherings, and dining. As such, Tier 2 and 3 will only have access for building reservations during the summer months.

BUILDING	ROOM	TIER 1 (Recognized Student Org. & USD Dept.)	TIER 2 (Affiliate)	TIER 3 (Public)
Commons	Dining Room	No User Fee	\$60.00	\$120.00
Danforth Chapel	n/a	No User Fee	\$25.00	\$50.00
Muenster University Center	135 - Dining	No User Fee	NA	NA
Muenster University Center	138 – Faculty Dining/Multipurpose Rm.	No User Fee	\$40.00	\$80.00
Muenster University Center	139 – Dining Lounge	No User Fee	NA	NA
Muenster University Center	145 – South Terrace	No User Fee	NA	NA
Muenster University Center	141-Pit Lounge	No User Fee	NA	NA
Muenster University Center	144-Outdoor Pit Lounge	No User Fee	NA	NA
Muenster University Center	142-Multi-Purpose Rm.	No User Fee	NA	NA
Muenster University Center	216-216A Meeting Rms.	No User Fee	\$100.00	\$200.00
Muenster University Center	216-Meeting Rm.	No User Fee	\$50.00	\$100.00
Muenster University Center	216A-Meeting Rm.	No User Fee	\$50.00	\$100.00
Muenster University Center	225-Full Ballroom	No User Fee	\$500.00	\$1000.00
Muenster University Center	225-1/3 of Ballroom	No User Fee	\$175.00	\$350.00
Muenster University Center	225-2/3 of Ballroom	No User Fee	\$350.00	\$700.00
Muenster University Center	227-East Lounge	No User Fee	\$50.00	\$100.00
Muenster University Center	200-South Lounge	No User Fee	\$50.00	\$100.00

BUILDING	ROOM	TIER 1 (Recognized Student Org. & USD Dept.)	TIER 2 (Affiliate)	TIER 3 (Public)
Muenster University Center	203-Conference Rm.	No User Fee	\$40.00	\$80.00
Muenster University Center	211-211A Conference Rms.	No User Fee	\$100.00	\$200.00
Muenster University Center	211-Conference Rm.	No User Fee	\$50.00	\$100.00
Muenster University Center	211A-Conference Rm.	No User Fee	\$50.00	\$100.00
Muenster University Center	212-Board Rm.	No User Fee	\$60.00	\$120.00
Muenster University Center	246-Terrace	No User Fee	NA	NA
Muenster University Center	213-West Lounge	No User Fee	NA	NA
Old Main	Farber Hall	No User Fee	\$100.00	\$200.00
Slagle	Slagle Auditorium	No User Fee	\$500.00	\$1000.00
Lawn Space	East Lawn (E of Slagle)	No User Fee	\$50.00	\$100.00
Lawn Space	Old Main Quad (Center of Campus, inc. Shakespeare Gardens)	No User Fee	\$50.00	\$100.00
DakotaDome	Please contact Athletics for more information, (605) 677-8840			
Fine Arts Main Gallery	Please contact Fine Arts for more information, (605) 677-3177			
MISCELLANEOUS CHARGES				
No Show	Any Space	No User Fee	15% of Total Room Charge	15% of Total Room Charge
Cancellation w/ less than 48 hours notice	Any Space	No User Fee	15% of Total Room Charge	15% of Total Room Charge
Deposit * - 50% of room rate due upon reserving the space, paid by cash or check	Any Space	-	50%	50%
Early/Late Opening-Personnel Rates (per Hour)	Any Space	Contact for Pricing	Contact for Pricing	Contact for Pricing
AV/IT set-up, break down, & monitoring	Any Space	Labor Cost	Labor Cost	Labor Cost
Setup the day prior to event (as available)	Any Space	No User Fee	½ the Room Fee	½ the Room Fee
Late Changes (setup, room, etc.)	Any Space	Labor Cost	Labor Cost	Labor Cost
Late Payment Charge	Any Space	10% every additional 30 days	10% every additional 30 days	10% every additional 30 days
Attendance Reader for Events (attendees need to have a USD ID)	Any Space	Contact for Pricing	Contact for Pricing	Contact for Pricing

(All fees are subject to change)