

Facility Use Daily Fee Schedule

The Muenster University Center (MUC) 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 Tier 3 for building reservations during the summer months.

Individuals and groups wishing to reserve a room within the MUC, 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 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 or partnerships.
 - Examples: Association of College Unions International Regional Meeting, Greek Student Leaders Area Conference, USD Women’s Conference
- **Tier 3:** A for-profit or nonprofit group not associated with the University or an individual wishing to reserve a space for private use.
 - Example: Weddings, anniversary parties, conferences or public meetings not associated with a university department

***Please be advised that requested room layouts will effect max room capacity fire code. (i.e., Theatre style seating, rounds etc.)**

Facility Fee Schedule

(All fees are subject to change)

Building	Room	Max Room Capacity*	Tier 1	Tier 2	Tier 3
Muenster University Center	Tabling - MUC Walkway Or Library Link	n/a	No user fee	\$50.00 per day	\$50.00 Per day
Danforth Chapel	n/a	75	No user fee	\$27.00	\$54.00
Muenster University Center	135 – Dining		No user fee	n/a	n/a
Muenster University Center	138 – MUC Hoy Faculty Dining	28	No user fee	\$44.00	\$85.00
Muenster University Center	139-Dining Lounge	140	No user fee	n/a	n/a
Muenster University Center	141-MUC Pit Lounge	100	No user fee	n/a	n/a
Muenster University Center	144-Outdoor Pit Lounge	50	No user fee	n/a	n/a
Muenster University Center	142-Multi Purpose Room		No user fee	n/a	n/a
Muenster University Center	216/216A- Meeting Rooms	90	No user fee	\$107.00	\$212.00
Muenster University Center	216-Meeting Room	48	No user fee	\$54.00	\$107.00
Muenster University Center	216A-Meeting Room	47	No user fee	\$54.00	\$107.00
Muenster University Center	225ABC-Full Ballroom	600	No user fee	\$533.00	\$1066.00
Muenster University Center	225A -1/3 of Ballroom	80	No user fee	\$186.00	\$372.00
Muenster University Center	225B or 225C-1/3 of Ballroom	49	No user fee	\$186.00	\$372.00
Muenster University Center	225AB-2/3 of Ballroom	250	No user fee	\$372.00	\$743.00
Muenster University Center	227-East Lounge	50	No user fee	\$54.00	\$107.00

Building	Room	Max Room Capacity*	Tier 1	Tier 2	Tier 3
Muenster University Center	211/211A-Conference Rooms	66	No user fee	\$107.00	\$212.00
Muenster University Center	211-Conference Room	37	No user fee	\$54.00	\$107.00
Muenster University Center	211A-Conference Room	29	No user fee	\$54.00	\$107.00
Muenster University Center	212-Doyle Board Room	20	No user fee	\$64.00	\$128.00
Muenster University Center	246-MUC Terrace	40	No user fee	\$0	\$0
Muenster University Center	213-West Lounge	7	No user fee	\$0	\$0
Old Main Building	Farber Hall Auditorium	190	No user fee	\$107.00	\$212.00
Old Main Building	118-Old Main Conference Room	14	No user fee	\$54.00	\$107.00
Aalfs Auditorium	139-Aalfs Auditorium	1171	No user fee	\$533.00	\$1066.00
Slagle Building	104-Slagle Hall Conference Rm.	10	No user fee	\$54.00	\$107.00
USD East Lawn	East Lawn-(East of Slagle Bldg.)	0	No user fee	\$54.00	\$107.00
Center Lawn-Shakespeare Gardens	Old Main Quad	0	No user fee	\$54.00	\$107.00
USD DakotaDome & Arena	Contact Athletics 605-677-8840				
Fine Arts Main Gallery	Contact Fine Arts 605-658-3485				

Miscellaneous User Fees (All fees are subject to change)

Event No Show	Any Space	No User Fee	15% of total	15% of total
Cancellation w/less than 48 hours' notice	Any Space	No User Fee		
50% Deposit due upon reservation	Any Space	No User Fee	50%	50%
Early Late Opening-Personnel Rates (per Hour)	Any Space	\$25.00	\$25.00	\$25.00
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	50% of the room fee	50% of the room fee
Late Room request changes (includes setups)	Any Space	Labor Cost	Labor Cost	Labor Cost
Late Payment Charge	Any Space	10% every addt'l 30 days	10% every addt'l 30 days	10% every addt'l 30 days
Attendance Reader for Events (must have a valid USD ID)	Any Space	Contact for pricing	Contact for pricing	Contact for pricing
Pop Up Tent Rental	Any Space	No User Fee	\$105.00	\$105.00
Inflatable Screen Rental	Any Space	No User Fee	\$105.00	\$105.00
Pop-Up Tent Repair and Replacement	Any Space	Actual Cost	Actual Cost	Actual Cost
Inflatable Screen Repair and Replacement	Any Space	Actual Cost	Actual Cost	Actual Cost