UNIVERSITY Y RESERVATION RATES:

SERVICE FEES

**CAMPUS SECURITY**

$45.00/hr

*Required:*
- When money is exchanging hands
- When alcohol is being served
- When a building is closed
- Possibly when VIPs are present
- Possibly when more than 100 people are expected to attend
- Possibly when the event has a political nature
- Possibly when there is fundraising
- Possibly due to the history of the event

**CATERING (Community Only)**

15% of total
(catering cost only)

*Required:*
- When an off-campus/community reservation utilizes a catering service

**STAFFING - UNIVERSITY Y EVENTS/YMCA**

Contact for details

*Required:*
- When events start/end outside of scheduled University Y Events staff hours and/or YMCA hours

**MEDIA SERVICES**


- Less than 30 minutes (7:30am to 5:00pm) $20.00 flat fee
- More than 30 minutes (7:30am to 5:00pm) $40.00/hr
- Extended time past 5:00pm $60.00/hr
- Less than 30 minutes (5:00pm to 8:00pm, M-Th) $30.00 flat fee
- Between 5:00pm and 8:00pm $60.00/hr
- Before 7:30am, after 8:00pm, or weekends $60.00/hr (if OT is approved)

**CANCELLATION**

*If event is cancelled with less than three business days notice.*

- Students Temporary suspension of reservation privileges
- UWT Department 10% of total charge

**DAMAGES**

Remuneration for Damages

**POSTINGS/ITEMS LEFT**

$10/item

- For items adhered to facilities and large items/signage not removed after event.

University Y Events
Physical: 1710 Market Street
Mailing: Box 358407, 1900 Commerce Street
Tacoma, Washington 98402