

## **Student Housing Meeting Room Rental Rates and Guidelines**

A **Reservation Request** must be submitted through the reservation system at [rs.ucmerced.edu/housing](http://rs.ucmerced.edu/housing) minimally 5 business days in advance. Requests will be honored on a first-come first serve basis and will be approved within 3 business days of submission. Events coordinated by Housing & Residence Life staff and the Resident Housing Government will receive priority status. Spaces are generally available for use Monday-Friday, 8am-11pm and Weekends and Holidays, 1pm-11pm. Special arrangements for earlier openings will be considered on a case by case basis.

Spaces must be returned to their original condition at check-out. Damage and cleaning fees may be assessed should the condition of the space or equipment merit.

<b>Room/Space</b>	<b>Furniture and Equipment Available for Rent *</b>	<b>Student Events</b> Open and Advertised to all UC Merced Students	<b>Club/Organization Rates</b> Private club/org meetings and/or gatherings	<b>Internal UC Merced Rates</b> Hosted by UC Merced Departments and/or Schools	<b>External Rates</b> Events by non-UC Merced groups
<b>Hours Available</b> We will consider requests for earlier openings of spaces at an additional fee		8am-11pm, M-F and 1pm-11pm Weekends/Holidays	8am-11pm, M-F and 1pm-11pm Weekends/Holidays	8am-5pm, M-F and 1pm-11pm Weekends/Holidays	8am-5pm M-F
<b>California Room</b> (atrium included) <b>Alpine Rooms 1&amp;2</b> <b>Crescent Arch Room</b>	Up to 100 chairs, 25 5 foot tables, one LCD projector, one CD/DVD player, and a speaking sound system available	No charge	<b>Daily Rate</b> (1-9 hours): <b>\$75</b>	<b>Half Day</b> (1-4 hours): <b>\$125</b> <b>Full Day</b> (4-9 hours): <b>\$300</b>	<b>Half Day</b> (1-4 hours): <b>\$175</b> <b>Full Day</b> (4-9 hours): <b>\$350</b>
<b>Blue &amp; Gold Room</b>	2, 6-foot tables and 14 chairs available	Not available	Not available	<b>Half Day</b> (1-4 hours): <b>\$100</b> <b>Full Day</b> (4-9 hours): <b>\$150</b>	<b>Half Day</b> (1-4 hours): <b>\$150</b> <b>Full Day</b> (4-9 hours): <b>\$200</b>
<b>Cat Quad</b> <b>Summits Quad</b> <b>Mariposa Lawn</b> <b>Game Rooms</b>	Large grassy areas outside	Fee may be assessed for excessive cleaning (trash and power washing)	Fee may be assessed for excessive cleaning (trash and power washing)	Fee may be assessed for excessive cleaning (trash and power washing)	<b>Daily Rate</b> (1-9 hours): <b>\$125</b>

<b>Daily Rental Rates*</b>	<b>Student Events</b>	<b>Club/Organization Rate</b> Paid by recharge or check written to "UC Regents"	<b>Internal Merced Rate</b> Paid by Recharge or check written to "UC Regents"	<b>External Rates</b> Paid by check written to "UC Regents"
Student Staff (for requests to open/close outside of normal operating hours)	Not available	<b>\$15</b>	<b>\$15</b>	<b>\$15</b>
Tables and Chairs (California and The Summits Mtg. Rooms only)	No charge	No Charge	<b>\$50</b>	<b>\$75</b>
AV Equipment (California and The Summits meeting rooms only)	No charge	No Charge	<b>\$50</b>	<b>\$75</b>
Podium	No charge	No Charge	No charge	<b>\$25</b>

<b>Additional Services</b>	<b>Who to Contact</b>	<b>Email</b>	<b>Telephone</b>
<b>All groups will be responsible for room set-up and clean-up.</b> Please contact Facilities if you do not want to be responsible for room set-up and break downs or need additional tables and chairs, trash cans, recycle containers, podium, stage, etc.	Facilities Management	<a href="mailto:fmhelp@ucmerced.edu">fmhelp@ucmerced.edu</a>	209.228.2986

All additional services must be coordinated by the host group unless working directly with Conference and Events Services.  
For questions about reserving meeting room spaces, please email [dhenderson8@ucmerced.edu](mailto:dhenderson8@ucmerced.edu).