

Set-up, Clean-up, and Attendant's Fees

Set-Up Fees

Set-up fees are not charged for fixed seating auditoriums. Set-up fees are not charged for events in which the individual or organization chooses to handle the set-up.

Clean-Up Fees

Clean-up fees are charged for most events.

Attendant's Fees

The attendant's fee is to be paid if the function is outside normal working hours, at night or on weekends. The attendant's fee is charged beginning thirty minutes prior to the scheduled event and ending when the event is cleaned up, the building locked, with a minimum of thirty minutes after the scheduled event. This is paid directly to the attendant at the time of the scheduled event.