



MEMORANDUM

DATE: May 9, 2017
 FROM: Brett Powell, Vice President for Finance & Administration
 TO: All Faculty and Staff
 SUBJECT: Fees for Camps and Conferences

The following charges have been reviewed and approved for on-campus camps and conferences effective July 1, 2017.

	<i>HSU Sponsored</i>		<i>External Groups</i>	
	<u>Single</u>	<u>Double</u>	<u>Single</u>	<u>Double</u>
Housing (per day)				
Univ. Place, East, West, Sturgis	\$27.20	\$21.80	\$27.20	\$21.80
Newberry, Smith	\$22.60	\$18.00	\$22.60	\$18.00
Food Service (standard menu plus tax)				
Breakfast	\$ 5.55		\$ 6.94	
Lunch	\$ 7.06		\$ 8.83	
Dinner	\$ 7.06		\$ 8.83	
Daily	\$19.67		\$24.60	
Facility Fees (1)				
Garrison				
D202	\$ 15		\$ 70	
Ross	\$ 45		\$ 240	
Dawson	\$ 20		\$ 100	
Lecture	\$ 160		\$ 800	
Wilson	\$ 35		\$ 170	
Galloway	\$ 20		\$ 110	
Cabe	\$ 35		\$ 170	
Banquet	\$ 100		\$ 500	
Jones	\$ 15		\$ 70	
Grand Ballroom – Both	\$ 280		\$1,400	
Grand Ballroom - A or B	\$ 140		\$ 700	
Racquetball Courts	\$ 20		\$ 100	
Dunn Recreation Center				
Conference Room	\$ 15		\$ 80	
Lounge	\$ 30		\$ 160	
Court – 1	\$ 75		\$ 370	
Court – 2	\$ 150		\$ 740	
Court – All	\$ 225		\$ 1,105	



Other

Caplinger Lecture Hall	\$ 80	\$ 400
Arkansas Hall Auditorium	\$ 280	\$ 1,400
Arkansas Hall Studio Theatre	\$ 90	\$ 460
Harwood Recital Hall	\$ 120	\$ 600

(1) University sponsored groups are charged 20% of the full facility rental to recoup direct operating costs (utilities, supplies, custodial). These rates do not apply to faculty/staff meetings. An HSU Sponsored camp or conference is one organized and hosted by an HSU department or unit and related to university activities. For example, an annual meeting of state registrars would be considered an HSU sponsored conference.

*Facilities not listed may be requested through the Camps & Conference coordinator and rates will be quoted based on standard rates per square foot.