



OGLE CENTER VENUE REQUESTS
Rentals for Internal Users

Effective October 1, 2014

Thank you for your interest in holding your campus event at the Ogle Center! Because the Ogle Center is an auxiliary department of Indiana University, we must pass on our direct costs to campus departments. For campus departments or IU Southeast student organizations with an approved advisor, we will not charge room rental, but only our costs below.

The following charges will apply:

- Tech labor \$35.00 per hour, per technician | minimum of 4 hours
NOTE: Labor charges for campus groups apply when events happen outside of normal business hours of 8 a.m. to 5 p.m. Monday through Friday.
- House Manager/Ticket Office \$150.00
- Ushers \$50.00
NOTE: Usher charges apply if the event is open to the public or if the user anticipates a crowd of 50 or more people. A campus group may provide 5 ushers for their event to waive the \$50 charge.

Options:

- 3-color wash \$300.00
- Extra lighting \$8.00 per fixture
- Spotlights \$25.00 plus labor at union rate
NOTE: If students are trained to operate spots prior to event, this fee may be waived.
- Custodial and/or extraordinary cleaning charges \$30.00 per hour | minimum of 4 hours
- Ticketing \$200.00 plus direct credit card fees
 A facilities fee of \$1.00 per ticket is charged for all events at the Ogle Center
- Other items needed We will pass our direct costs on to the organization

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