

Additional items & services available:

- 6-ft tables, white plastic
- Folding chairs, black plastic
- Portable whiteboard
- Wifi access
- PA System—in Commons, Riverside Café and Gymnasium

Applicable UWEC-Barron County rental and service fees apply.

UW-EAU CLAIRE — BARRON COUNTY

1800 College Dr.
Rice Lake WI 54868

Rental Contact:
715-788-6306
uwecbcrentals@uwec.edu

For Facility Use Guidelines and other information on UWECBC Facility Rentals, visit:
<https://barron.uwec.edu/business-community/facilities-catering/>



Campus Facility Rentals
Guidelines, fees & rates for
campus facility rental services

Rates & Fees

Non-profit (NP) and Corporate Rates

Space	Hourly	Daily
	NP/Corp.	NP/Corp.
Regular classroom (<40) or Conference Room (<12)	\$25/30	\$150/180
Salter Art Gallery	\$35/40	\$210/240
Blue Hills Lecture Hall (<80)	\$35/40	\$210/240
Cedarside Conf. Room	\$35/40	\$210/240
Gymnasium*	\$40/50	\$240/300
Gym* + Locker Rooms	\$50/60	\$300/360
Computer Lab (<24)	\$50/60	\$300/360
Fine Arts Theatre (250+)	\$75/90	\$450/540
Commons	\$75/90	\$450/540
Riverside Cafe * (*Does not include use of kitchen facilities)	\$75/90	\$450/540

For events with paid admission: add 10% of ticket/enrollment revenues to rental fee.

Sales tax of 5.5% will be added to all rental fees.

Hourly Rates for Services

Maintenance & Custodial (Includes setup, teardown, clean-up)	\$35/hr
Technical Services (AV, lights, sound, etc.)	\$35/hr
Oversight (required for all rentals scheduled outside normal business hours)	\$35/hr

All services requested for Saturdays will be billed at \$52.50/hr; Sundays & Legal Holidays will be billed at \$70/hr.* Gym use involving street shoes on the court area requires installation of floor covering. Call for quote.

Facilities Use Guidelines

The University of Wisconsin-Eau Claire — Barron County strives to be an accessible community resource available to non-campus community groups. Wisconsin Administrative Code, Chapters UWS-18 and UWS-21 regulate the use of university facilities; therefore, the use of our facilities is limited by the following:

- The requesting organization must declare that it does not discriminate on the basis of sex, race, religion, age, or national origin.
- The activity must be open to the public.
- The activity must be in keeping with the overall educational and public service objectives of the university.
- Religious services may not be conducted on a regular or continuous basis anywhere on campus.
- Selling, peddling, and solicitation for sale of goods by persons not associated with the university are prohibited unless the event specifically showcases such businesses (i.e., Work-From-Home sales, arts & crafts fair).
- Serving of alcohol beverages is prohibited unless prior approval is requested and granted. Serving of any alcoholic beverage must be accomplished in accordance with existing policies (available upon request).
- Food and beverage service must be offered to the onsite Food Service Provider for first right of refusal. If offsite provider is used, a copy of the provider's insurance policy and written cost estimate for catering is required.

Campus facilities are available for use by off-campus groups upon formal request. In all instances, University needs must be served first. The Office of Continuing Education schedules these activities.

1. Organization or Business must complete the **Facility Use Form** (available at <https://barron.uwec.edu/business-community/facilities-catering/> or upon request from Continuing Education) and review the **Rate and Fee Schedule**.
2. Return the completed Facility Use Form and required deposit to the Office of Continuing Education.
3. Continuing Education will verify the availability of the room/area, review the services requested, and provide an invoice to the organization upon approval.

UWEC-BC Available Spaces: for ceremonies, receptions, meetings, performances, and more!



THE COMMONS (upper left) between Meggers and Ritzinger Halls is a bright and airy open space that can easily accommodate table seating for 100 or rows of seating for 150. Rental includes use of integrated sound system, rotunda area and same-floor restrooms.

Rates: \$75/hr | \$450/day Non-profit or \$90/hr | \$540/day Corp.

THE FINE ARTS THEATRE (upper right) is ideal for theatrical productions, ceremonies, concerts, debates, or other events where auditorium-style seating is desired. Fixed seating capacity is 250+; additional seats can be placed in front of the stage. Same-floor restrooms available. Use of theatrical lighting and sound system requires campus personnel.

Rates: \$75/hr | \$450/day Non-profit or \$90/hr | \$540/day Corp.

JOEL H SALTER FINE ARTS GALLERY (center right) features two open areas connected by a window-lined gallery. Seating can be added for receptions, music recitals or other casual gatherings. Same-floor restrooms available. A grand piano is available (tuning fee may apply).

Rates: \$35/hr | \$210/day Non-profit or \$40/hr | \$240/day Corp.

RIVERSIDE CAFÉ (center & lower left) in the Student Center overlooks the Red Cedar River. This open space includes tables and chairs for 80+ and taller pub-style tables and chairs for 20. Rental includes use of integrated A/V system, Eagles Nest lounge area and exterior deck/patio. Restrooms are in the lower level of the building.

Rates: \$75/hr | \$450/day Non-profit or \$90/hr | \$540/day Corp.

The **CEDARSIDE CONFERENCE ROOM** (lower right) in the Student Center overlooks the Red Cedar River. Wheeled tables and padded chairs can be easily configured to meet your needs for a lecture, meeting, or workshop for up to 40 people. Rental includes use of the integrated A/V system and can accommodate remote attendees or teachers via video conference (technical setup fee may apply). Restrooms are in the lower level.

Rates: \$35/hr | \$210/day Non-profit or \$40/hr | \$240/day Corp.

