

Category	Event Type	Description	Timeline	Late Charge
Original Order	Set-up/support for meetings, luncheons, filming, weddings, conference groups, all campus events	Tables, chairs, podiums, AC, cleaning, Grounds	10 business days or more before event	No charge
Original Order	Set-up/support for meetings, luncheons, filming, weddings, conference groups, all campus events	Tables, chairs, podiums, AC, cleaning, Grounds	Between 9 and 2 business days before event	\$100
Original Order	Set-up/support for meetings, luncheons, filming, weddings, conference groups, all campus events	Tables, chairs, podiums, AC, cleaning, Grounds	1 business day or less before event	\$150
Custodial Support Fee	Support weekend or after hour events including type 3 events.	4 hour Cleaning Staff Support		\$250
Grounds Support Fee	Support weekend or after hour events including athletic events and trash support.	4 hour Grounds Staff Support		\$250