

Alumni House Rental Rates

Toll Room	Campus Rates	CAA Member Rates	Non-Member Rates
Base Rental Rate	For 4 hours or less	For 4 hours or less	For 4 hours or less
Up to 100 people	\$695	\$870	\$980
Each additional hour or fraction thereof	\$230	\$270	\$380

Patio**	Campus Rates	CAA Member Rates	Non-Member Rates
Four hours or less	\$320	\$405	\$520
Four to eight hours+	\$375	\$490	\$605

** Patio may only be used in conjunction with the Toll Room and/or Bechtel Room

Bechtel Room	Campus Rates	CAA Member Rates	Non-Member Rates
Four hours or less (in conjunction with Toll)	\$460 (\$320)	\$520 (\$405)	\$605 (\$520)
Four to eight hours+ (in conjunction with Toll)	\$695 (\$435)	\$805 (\$550)	\$925 (\$665)

Sibley Room	Campus Rates	CAA Member Rates	Non-Member Rates
Four hours or less	\$450	\$520	\$635
Four to eight hours	\$695	\$810	\$925
Each additional hour or fraction thereof	\$220	\$230	\$365

President's Room	Campus Rates	CAA Member Rates	Non-Member Rates
Four hours or less	\$350	\$460	\$550
Four to eight hours	\$430	\$555	\$670
Each additional hour or fraction thereof	\$220	\$230	\$365

Kitchen	Campus Rates	CAA Member Rates	Non-Member Rates
Flat Rate	\$230	\$230	\$230

Other Applicable Charges

Event Assistants (2) on-site after regular business hours (M-F, 8a-5p)	\$55/per hour	\$55/per hour	\$55/per hour
Set-up and clean-up *	\$55/per hour	\$55/per hour	\$55/per hour
Furniture Surcharge *	\$80	\$80	\$80
Copies	\$.16/each	\$.16/each	\$.16/each
Red Wine Deposit**	\$110	\$110	\$110

*Applied to all events

**Deposit will be returned if there are no stains

Supplies	Campus Rates	CAA Member Rates	Non-Member Rates
A/V Cart w/ Speakers	\$17	\$17	\$17
Conference Phone	\$28	\$28	\$28
Corded Microphone	\$17	\$17	\$17
Cordless Microphone	\$17	\$17	\$17
Cordless Lapel Microphone	\$28	\$28	\$28
Easel with Pad	\$11	\$11	\$11
Fireplace (Includes Duraflame)	\$22	\$22	\$22
Laptop	\$61	\$61	\$61
LCD Projector (Includes Set Up)	\$110	\$110	\$110
Outside Speaker (For Patio Use Only)	\$28	\$28	\$28
PA System	\$33	\$33	\$33
Parking Permit	\$28	\$28	\$28
Piano	\$28	\$28	\$28
Podium and Microphone	\$28	\$28	\$28
Portable Screen	\$17	\$17	\$17
Tablecloths (Disposable)	\$9 each	\$9 each	\$9 each

Tablecloths (Linen) **	\$28 each	\$28 each	\$28 each
Tablecloth (Bechtel Table)	\$55	\$55	\$55
Whiteboard	\$11	\$11	\$11

**Linen company may apply surcharges for rush deliveries and special orders. Please give at least two weeks' notice.

Catering Services**	Campus Rates	CAA Member Rates	Non-Member Rates
Bagels and Cream Cheese			
Full Tray (Serves 24)	\$100	\$100	\$100
Half Tray (Serves 12)	\$50	\$50	\$50
Bottled Water	\$1.35/bottle	\$1.35/bottle	\$1.35/bottle
Breakfast Tray (Muffins & Pastries)			
Full Tray (Serves 25)	\$80	\$80	\$80
Half Tray (Serves 12)	\$45	\$45	\$45
Cheese and Crackers Tray			
Full Tray (Serves 25)	\$130	\$130	\$130
Half Tray (Serves 12)	\$65	\$65	\$65
Coffee [Peet's] (Regular and Decaf Available)			
Full Shuttle (30 cups)	\$65	\$65	\$65
Half Shuttle (15 cups)	\$35	\$35	\$35
Cookies (Assorted, Serves 24)	\$45	\$45	\$45
Fruit Tray			
Full Tray (Serves 25)	\$130	\$130	\$130
Half Tray (Serves 12)	\$65	\$65	\$65
Half and Half	\$6 per quart	\$6 per quart	\$6 per quart
Hot Chocolate			
Full Shuttle (30 cups)	\$50	\$50	\$50
Half Shuttle (15 cups)	\$25	\$25	\$25
Iced Tea (Mighty Leaf)			
Full Shuttle (25 cups)	\$50	\$50	\$50
Juice (Apple, Cranberry or Orange)	\$11 per pitcher	\$11 per pitcher	\$11 per pitcher
Snacks (Chips, Goldfish Crackers or Pretzels)			
2 lbs. (Serves 25)	\$28	\$28	\$28
1 lb. (Serves 12)	\$14	\$14	\$14
Sodas (Coke, Diet Coke, Sprite)	\$1.35/can	\$1.35/can	\$1.35/can
Sparkling Mineral Water	\$1.90/bottle	\$1.90/bottle	\$1.90/bottle
Teas (Assorted Flavors)			
Full Shuttle (30 cups)	\$55	\$55	\$55
Half Shuttle (15 cups)	\$28	\$28	\$28
Vegetable Tray			
Full Tray (Serves 25)	\$75	\$75	\$75
Half Tray (Serves 12)	\$39	\$39	\$39
Water Pitchers (includes cups)	\$1.65	\$1.65	\$1.65

**All catering services must be ordered 10 days in advance

Effective 1-1-2021