

Memorandum

TO: Stony Brook University campus community

FROM: Howard Gunston, Director Facilities Operations, Student Activities Center and Stony Brook Union

SUBJECT: SAC & SBU Facilities Usage Fees

DATE: September 29, 2010

The following SAC & Union Facility Usage Fees have been implemented for the 2010-2011 academic year. We are very happy to announce that our rates mirror previous years, although we did increase a few of our staffing rates due to minimum wage increases and increased costs from vendors. We have retained our traditional fee categories:

1. External Organization: events organized by a non-Stony Brook organization. An example is a trade show hosted on-campus.
2. SBU Internal Department: events organized by a recognized Stony Brook University department.
3. Non-Profit and External Organization Sponsored by an Internal Department: events organized by a Stony Brook department on behalf of an external organization. An example is an academic department hosting a national conference. This category also applies to events organized by non-profit organizations or government agencies not affiliated with Stony Brook University.
4. Student Organization: events sponsored by recognized student clubs and organizations. Programs offered by the SAB are examples of this category.

After conducting a survey of surrounding universities and conference centers I believe we offer a very competitive pricing structure. If you have any questions regarding our rate structures please feel free to contact the Office of Facilities Reservations at (631) 632-4591.