

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 10, 2009

The following SAC & Union Facility Usage Fees have been implemented for the 2009-2010 academic year. We are very happy to announce that our rates mirror previous years, although we did increase a few of the resource fees due to increases in minimum wage increases and increased costs from vendors. We have decreased the usage fee for Vendor and Information tables substantially to stay competitive with area universities and enhance our vendor presence for our visitors. 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.