Common On-Campus Expenses

Please use these prices for your budget worksheets. This has been prepared by the Office of Activities & Engagement to help you build accurate budgets. If what you are looking for is not listed, please contact the individual department to receive those prices.

Conference Services (SUB)
994-3081

- There is no charge to reserve rooms in the SUB, even if you charge admission to your event.
- Please visit the Conference Services website to find AV and other equipment rental prices: http://www.montana.edu/sub/equipment.html
- If you wish to show a film in the Procrastinator, the price for the projector is included in the link above.
- Security for events:
  - All events with alcohol require security – usually hire 1 guard per 100 guests.
  - Any student dances – with or without alcohol – require security.
  - Conference Services hires/coordinates all the security, without exception. Student groups are not allowed to bring in their own security in lieu of our security.
  - Security is billed at $17/hour/guard with a 3 hour minimum.

SUB Rec Center
994-5803

- Their rental prices are online: http://www.montana.edu/subrec/rent.php

Copy Cats
994-1996

Flyer prices

- 8.5X11 black on color paper are .30 for single-sided and .50 for double-sided
- 8.5X11 color on white are .95 for single-sided and 1.50 for double-sided
- 11X17 black on color paper are .70 for single-sided and .90 for double-sided
- 11X17 color on white are 1.50 for single-sided and 2.05 for double-sided
- Folding setup is a one-time charge of 5.00 plus .01 for each fold
- Cutting is .50 per cut

Banners (paper)

- $2.00 / sq.ft. for 20# bond poster paper
- $6.00 / sq. ft. for Premium Luster Photo paper or the Enhanced Matte paper.
- Can only print to 24” wide by any length.

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University Printing Services
994-5708

- University Printing can make high-quality re-usable banners made from Tyvek which runs $8.00/square foot

Vehicle Rental

Clubs are eligible to use Enterprise for their vehicle rental needs through the MSU contract.

Rates for Enterprise are available at:
http://www.montana.edu/engagement/organizations/funding.html#documents

ASMSU Exponent
994-2224

- Find their ad prices: Advertising Pricing
- Student Organizations receive 20% off the listed ad price.

University Catering
994-2661

- You can find their full menu and prices online: http://www.montana.edu/ufs/catering/
- Reminder of the food policy on campus:
  - For the purposes of liability, quality, food safety, and control, all food sold and provided on campus must be supplied by University Food Services. Under no circumstance may food be sold or catered by any vendor or organization other than University Food Service. Food may not be served on campus by a commercial or domestic source to be used as a promotional tool for a commercial entity.
  - An exception to this rule allows for Student Organizations meeting in the SUB after 5:00pm with a gathering of less than 40 people. Groups are encouraged to utilize existing on-campus food venues after hours. However, these groups may order food from outside venues. Groups with an anticipated attendance of greater than 40 people are required to utilize University Food Service. If this is an open to the public event, you must use University Catering.

ASMSU Productions
994-5823

Current Price List
*Clubs fall under the MSU prices.*

<table>
<thead>
<tr>
<th>Gear</th>
<th>ASMSU</th>
<th>MSU</th>
<th>Outside MSU</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speakers:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>QSC Monitor</td>
<td>$15</td>
<td>$25</td>
<td>$35</td>
</tr>
<tr>
<td>JBL MRX500</td>
<td>$25</td>
<td>$35</td>
<td>$50</td>
</tr>
<tr>
<td>Crown Amp</td>
<td>$10</td>
<td>$20</td>
<td>$30</td>
</tr>
</tbody>
</table>

MSU Common On-Campus Expenses Updated February 2015
<table>
<thead>
<tr>
<th>Equipment</th>
<th>Price 1</th>
<th>Price 2</th>
<th>Price 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bose L1 Speaker tower Combo</td>
<td>$10</td>
<td>$20</td>
<td>$40</td>
</tr>
<tr>
<td>QSC Sub</td>
<td>$10</td>
<td>$15</td>
<td>$25</td>
</tr>
<tr>
<td><strong>Microphones:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standard Mic</td>
<td>$2</td>
<td>$5</td>
<td>$10</td>
</tr>
<tr>
<td>Wireless Mic (Comes In Set of 2)</td>
<td>$5</td>
<td>$10</td>
<td>$25</td>
</tr>
<tr>
<td><strong>Mixers:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Peavey PV6</td>
<td>$5</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>ONYX16</td>
<td>$10</td>
<td>$20</td>
<td>$40</td>
</tr>
<tr>
<td>Presonas 24.4.2</td>
<td>$20</td>
<td>$40</td>
<td>$100</td>
</tr>
<tr>
<td><strong>Cables:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Snake (XLR)</td>
<td>$5</td>
<td>$10</td>
<td>$30</td>
</tr>
<tr>
<td>Electrical</td>
<td>Free</td>
<td>$5 (If Rental)</td>
<td>$10 (If Rental)</td>
</tr>
<tr>
<td><strong>Lights:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LED Par</td>
<td>$2</td>
<td>$5</td>
<td>$10</td>
</tr>
<tr>
<td>LED Light Bar</td>
<td>$5</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>LED Dance/ Effect Type Lights</td>
<td>$5</td>
<td>$10</td>
<td>$20</td>
</tr>
<tr>
<td>Spot Light</td>
<td>$3</td>
<td>$15</td>
<td>$25</td>
</tr>
<tr>
<td>Spot Light will require labor price as well</td>
<td>$5 An Hour</td>
<td>$10 An Hour</td>
<td>$12 An Hour</td>
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<tr>
<td><strong>Other Odds and Ends:</strong></td>
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<td></td>
</tr>
<tr>
<td>Electric Generator</td>
<td>$25</td>
<td>$50</td>
<td></td>
</tr>
<tr>
<td><strong>Services:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DJ For Events</td>
<td>Free</td>
<td>$10 An Hour</td>
<td>$20 An Hour</td>
</tr>
<tr>
<td><strong>For All Rentals, Labor Charges will also be factored in</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>For all event packages, you will need to have a discussion with the Productions Director.</strong></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>
Packages May need to be modified Based on your event needs, these are rough Ideas

### Outdoor Packages for in front of Montana Hall on the Mall

#### Package 1
**Small Outdoor Speech**

- 2 QSC Monitors $50
- Peavey P6 $5
- 2 Wireless Mics $5
- 2 Hours Labor $20

**Tot $80**

#### Package 2
**Larger Outdoor for Music or Event**

- 2 QSC Subs $30
- 4 QSC Monitors $100
- Peavey P6 $5
- 2 Wireless Mics $5
- 3 Hours labor $30

**Tot $170**

### Indoor Packages for Sub Ball Rooms

#### Package 3 Dance Type Event

- JBL MRX500 $70
- QS Subs $30
- Crown Amps x2 $20
- Peavey P6 $5
- 2 Wireless Mics $5
- Combo Of Lights $60
- DJ Services for 3 Hours $30

**Tot $220**

#### Package 4 Small Club Event

- 2 QSC Monitors $50
- Peavery P6 $5
- 2 Wirless Mics $5

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2 Hours Labor | $20
---|---
Combo of Lighting | $30

Tot: $110

**Package 5 Back Lighting For Event**

<table>
<thead>
<tr>
<th>Item</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Par LED'S</td>
<td>$20</td>
</tr>
<tr>
<td>LED Light Bar</td>
<td>$20</td>
</tr>
<tr>
<td>Effect Lighting</td>
<td>$20</td>
</tr>
<tr>
<td>Two Hours Labor</td>
<td>$20</td>
</tr>
</tbody>
</table>

(optional control of Lights extra Labor and Set Up $80)

Tot $80-$160