

The University of Michigan-Dearborn
Application for Fieldhouse - Gym Rental/Usage – **NON-Athletic Event**

Event: _____
 Number of days(including setup): _____ Dates: 1st choice: _____ 2nd choice: _____
 Setup to begin: _____ Takedown by: _____
 Group Name: _____ Office Ph: (_____) _____
 Contact: _____ DayPh:(_____) Cell:(_____) _____
 Address: _____ City: _____ St: _____ Zip: _____
 Fax: (_____) _____ Email: _____
 Other Contact: _____ W.Ph: (_____) H.Ph: (_____)
 If admission will be charged, how much? _____ Per _____ Estimate crowd size: _____

GYM DIMENSIONS: 240' X 118' (28,320 square feet)

Daily Gym Rental Rates (effective 12/1/02): **\$2,900.00 per day / \$1,800.00 per half day**
\$1,900.00 per day for Non-Profit Organizations
\$ 950.00 per half day for Non-Profit Cultural Events

The Rental Amount includes the use of the designated area and one building supervisor ONLY. **It does NOT include** any of the following: Setup, Cleanup, Electricity usage beyond the normal lights and wall outlets, Telephone services, Event Parking, Sound System, Outdoor Marquee, Security, Stage, Tables, Chairs, or Sports Equipment. It also does NOT include use of any other rooms or any other part of the building except the public restrooms and hallways unless specifically stated.

The daily building charge is for **each day** you are in the building. **Example: A two day show with one day of setup equals a three day rental.**

Renter will need to provide a liability insurance rider for one million dollars (\$1,000,000) to cover the event in it's entirety - from setup through takedown.

A \$300 security deposit in order to secure the date, is due upon signing of the approval form (at least 4 weeks prior to the event), payable to the University of Michigan - Dearborn. **The entire balance on the Fieldhouse Agreement (by Certified Check or Money Order) is due TWO weeks BEFORE the commencement of any setup activities.**

CONCESSIONS are available ONLY through the Fieldhouse Concessionaire. Nothing may be sold by a rental group without prior approval of the Fieldhouse Concessionaire and then only within Health Department guidelines.

Additions (checked if needed):	<u>Rate</u>	Additions (checked if needed):	<u>Rate</u>
<input type="checkbox"/> Additional Supervisors	\$ 20.00/hr	<input type="checkbox"/> Chair Rental: # = _____	\$ 2.00/ea
<input type="checkbox"/> Outdoor Marquee (per side):	\$ 50.00	<input type="checkbox"/> 6' Table Rental: # = _____	\$ 6.00/ea
<input type="checkbox"/> Custodians/Overtime(weekends):	\$ 24.00/hr	<input type="checkbox"/> Stage Rental: # = _____	\$ 15.00/ per 4'x8'sect
<input type="checkbox"/> Custodians/Regular Hrs:	\$ 19.00/hr	<input type="checkbox"/> Sound System Usage:	\$ 50.00/day
<input type="checkbox"/> Student Help:	\$ 15.00/hr	<input type="checkbox"/> Conference Room:	\$ 60.00/day
<input type="checkbox"/> Basic Electrical service (if you are using an outside contractor)		<input type="checkbox"/> Meeting Room:	\$ 40.00/day

Other needs : _____

Note: Security, telephone and special electrical service will be estimated on a per event basis and detailed on an additional worksheet.