

Facility Rental Fee Schedule

	GYM^{°°}	AUDITORIUM	CAFETERIA	CLASSROOM OR CONFERENCE ROOM	KITCHEN
Internal Users	\$50/hour \$300/day	\$250/day	\$25/hour \$150/day	\$25/hour \$100/day	\$35/hour *†
External Users	\$125/hour \$800/day	\$500/day	\$35/hour \$250/day	\$50/hour \$250/day	

Additional Fees

A \$35 per hour fee will be assessed when staff is not normally scheduled to work.

*\$35 per hour for a dining services staff member to be present for bookings

°°Add \$100 if gym floor needs to be covered

† Special approval required

Equipment Rental

Chair rental \$0.20 per chair

Tables, \$5 each

Billing Process

All facility rental fees must be paid in advance. Checks must be submitted to: GTACS, Attention Facility Manager, 123 E. 11th Street, Traverse City, Michigan 49684.