

ADDENDUM 3
Schedule of Charges for Use of University Facilities
Ruby Diamond Auditorium

The Ruby Diamond Auditorium (RDA) is a university facility that is designed and operated as a performance hall. Operational responsibilities for RDA have been assigned to the School of Music. Its primary purpose is to house and support artistic, academic and entertainment events by and for the university community. Inasmuch as the schedule allows, other types of events may sometimes be scheduled.

Non-university users of the facility are charged rental fees, which cover the cost of personnel, utilities, maintenance, wear-and tear and other operational expenses. Revenue is generated from these rentals, which in turn goes to help support University sponsored events. For this reason, non-university sponsored events are sought and welcomed. The revenue generated from the non-university users makes it possible for a greater number of university-sponsored events to occur and for the University community to benefit from a more professionally operated hall. Non-Educational and General (E&G) funded uses of the hall by the university-sponsored units and organizations are assessed fees, which cover the cost of personnel hired to staff the events (if applicable) plus a usage fee, which helps cover operational and production costs.

	Non-University ¹	University Sponsored ²	University Related ³	E & G ⁴
Rental Fee	✓			
Personnel Costs	✓	✓	✓	
Operational Costs	✓			
Utilities		✓		
Building Services Costs		✓		
Operations Costs		✓		
Production Costs		✓		
Usage Fee		✓	✓	

¹**Non-University:** Off-campus sponsored events. Non-university events. *Example:* Private concert promoters

²**University-Sponsored:** Events sponsored by an E&G unit that benefit the unit, the University or the community at large. *Example:* Tallahassee Ballet, Florida School Choral Association Festival

³**University-Related:** Events sponsored by an officially recognized university organization. *Example:* Panhellenic Pledging Ceremony, Campus Entertainment Concert offered free to students

⁴**E&G Events:** Events produced by E&G units on campus. Funding for E&G events is allocated from budget provided by Provost and profit generated from rental fees on an "as available" basis. *Example:* Florida State Opera, Evening of Dance, Law School Graduation ceremony

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Rental Fee		
<i>Orchestra Level:</i>		
1st Four Hours	\$	1300.00
Each Add'l Hour	\$	140.00
<i>Orchestra & Balcony</i>		
1st Four Hours	\$	1400.00
Each Add'l Hour	\$	165.00
Personnel: (per hour)		
<i>Technical Crew</i>		
Stage Manager	\$	24.44
Tech Specialists	\$	20.41
<i>Stage Crew</i>		
All experience levels	\$	8.00 - 11.00
<i>Management</i>		
Event Manager	\$	31.48
House Manager	\$	19.76
<i>Ushers</i>		
Usher	\$	8.00 - 11.00
Supervisor	\$	8.00 - 11.00
Equipment Fees		
The retail rental rate plus 15% service charge is assessed for equipment not owned by RDA.		
Utilities		
1st Four Hours	\$	100.00
Each Add'l Hour	\$	25.00
Building Services		
Per Event	\$	100.00
Maintenance		
Per Event	\$	100.00
Usage Fee		
Per hour of actual use	\$	100.00