### FACILITY RATES

**SALISBURY UNIVERSITY**
**OFFICE OF CONFERENCE PLANNING & FACILITIES RESERVATIONS**
**EFFECTIVE JULY 1, 2003**

(Revised 2/13)

<table>
<thead>
<tr>
<th>Facility</th>
<th>Capacity</th>
<th>Prepaid Users</th>
<th>Profit (Market Price)</th>
<th>Full Day 50% of Market Price</th>
<th>1/2 Day 25% of Market Price</th>
<th>Non Profit 75% of Market Price*+</th>
<th>Faculty, Staff, Alumni, and Major Donors 65% of Market Price</th>
<th>Remarks for Use of Facilities</th>
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</thead>
<tbody>
<tr>
<td>Wicomico Room</td>
<td>220-400 NC</td>
<td>$575</td>
<td>$288</td>
<td>$144</td>
<td>$431</td>
<td>$374</td>
<td>Charge for Wic. Rm. is based on 8 hrs of use. Add't usage shall be charged @ 50.00/hr.</td>
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<tr>
<td>Nanticoke Room: A-B-C (as 1 Room)</td>
<td>72-170 NC</td>
<td>$210</td>
<td>$105</td>
<td>$53</td>
<td>$158</td>
<td>$137</td>
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<tr>
<td>Nanticoke A</td>
<td>24-80 NC</td>
<td>$130</td>
<td>$65</td>
<td>$33</td>
<td>$98</td>
<td>$85</td>
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<tr>
<td>Nanticoke B</td>
<td>28-60 NC</td>
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<td>$50</td>
<td>$25</td>
<td>$75</td>
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<td>Nanticoke C</td>
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<td>$43</td>
<td>$21</td>
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<td>50-108 NC</td>
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<td>$80</td>
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<td>$45</td>
<td>$23</td>
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<td>Pocomoke Room</td>
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<td>$45</td>
<td>$23</td>
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<td>Lounge # 104</td>
<td>150 NC</td>
<td>$250</td>
<td>$125</td>
<td>$63</td>
<td>$188</td>
<td>$163</td>
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<tr>
<td>Lounge # 102</td>
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<td>$250</td>
<td>$125</td>
<td>$63</td>
<td>$188</td>
<td>$163</td>
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<td>Gull’s Nest</td>
<td>120-180 NC</td>
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<td>$125</td>
<td>$63</td>
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<td>Gazebo</td>
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<td>$85</td>
<td>$43</td>
<td>$21</td>
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<td>$55</td>
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<tr>
<td>University Hill</td>
<td>TBD NC</td>
<td>$260</td>
<td>$130</td>
<td>$65</td>
<td>$195</td>
<td>$169</td>
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<tr>
<td>Pergola</td>
<td>25-75 NC</td>
<td>$85</td>
<td>$43</td>
<td>$21</td>
<td>$64</td>
<td>$55</td>
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</table>

* $50 administrative fee may apply based on type of event. To be determined by Conference Planning Director.

*Recovery Costs include: Labor - custodial, support services, technical staff support, and security services (if required) and expenses related to facility fees or physical damage to facility or properties.
<table>
<thead>
<tr>
<th>Facility</th>
<th>Capacity</th>
<th>Prepaid Users</th>
<th>Profit (Market Price)</th>
<th>Full Day 50% of Market Price</th>
<th>1/2 Day 25% of Market Price</th>
<th>Non Profit 75% of Market Price*</th>
<th>Faculty, Staff, Alumni, and Major Donors 65% of Market Price</th>
<th>Remarks for Use of Facilities</th>
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<tbody>
<tr>
<td>THE COMMONS</td>
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<tr>
<td>Bistro Room</td>
<td>250 NC</td>
<td>$735</td>
<td>$368</td>
<td>$184</td>
<td>$551</td>
<td>$478</td>
<td>Minimum catering purchase required to use room.</td>
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<tr>
<td>Dorchester Room</td>
<td>350 NC</td>
<td>$840</td>
<td>$420</td>
<td>$210</td>
<td>$630</td>
<td>$546</td>
<td>Minimum catering purchase required to use room.</td>
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<tr>
<td>Caroline Room</td>
<td>35-78 NC</td>
<td>$260</td>
<td>$130</td>
<td>$65</td>
<td>$195</td>
<td>$169</td>
<td>Minimum catering purchase required to use room.</td>
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<tr>
<td>Talbot Room</td>
<td>80 NC</td>
<td>$110</td>
<td>$55</td>
<td>$28</td>
<td>$83</td>
<td>$72</td>
<td>Minimum catering purchase required to use room.</td>
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<tr>
<td>Somerset Room</td>
<td>82 NC</td>
<td>$110</td>
<td>$55</td>
<td>$28</td>
<td>$83</td>
<td>$72</td>
<td>Minimum catering purchase required to use room.</td>
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<tr>
<td>Rotunda</td>
<td>75 NC</td>
<td>N/A</td>
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<td></td>
<td></td>
<td></td>
<td>Not guaranteed with rental of Bistro or Dorchester Rooms - T.B.D.</td>
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<tr>
<td>Worcester Room</td>
<td>40-112 NC</td>
<td>$420</td>
<td>$210</td>
<td>$105</td>
<td>$315</td>
<td>$273</td>
<td>Minimum catering purchase required to use room.</td>
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<td>Montgomery Room</td>
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<td>$105</td>
<td>$53</td>
<td>$158</td>
<td>$137</td>
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<td>Frederick Room</td>
<td>24-54 NC</td>
<td>$135</td>
<td>$68</td>
<td>$34</td>
<td>$101</td>
<td>$88</td>
<td>Minimum catering purchase required to use room.</td>
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<tr>
<td>Calvert Room</td>
<td>16 NC</td>
<td>$110</td>
<td>$55</td>
<td>$28</td>
<td>$83</td>
<td>$72</td>
<td>N/A</td>
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</tbody>
</table>

**Additional fees for Bistro, Dorchester, Talbot and Somerset rooms when used in conjunction with Rotunda.**

<p>| AUDITORIA         |          |               |                       |                              |                            |                                 |                                               |                             |
|-------------------|----------|---------------|-----------------------|-------------------------------|--------------------------|---------------------------------|---------------------------------------------------------------|                             |
| Holloway Hall     | 750 NC   | $800          | $400                  | $200                          | $600                     | $520                            | See Notes Item 3 A minimum of one technician is required to be provided by the University @ $20/hr during all occupancy times including set-up/breakdown. Number of technicians required to be determined by SU. |                             |</p>
<table>
<thead>
<tr>
<th>Facility</th>
<th>Capacity</th>
<th>Prepaid Users</th>
<th>Co-sponsored/Adjunct Users</th>
<th>Non-University Related Events</th>
<th>Remarks for Use of Facilities</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Profit (Market Price)</td>
<td>Full Day 50% of Market Price</td>
<td>1/2 Day 25% of Market Price</td>
<td>Faculty, Staff, Alumni, and Major Donors 65% of Market Price</td>
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<tr>
<td></td>
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<td>Recovery Cost Only</td>
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<tr>
<td><strong>STANDARD CLASSROOMS</strong></td>
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</tr>
<tr>
<td>Single Classroom</td>
<td>25 NC</td>
<td>$75 $38 $19</td>
<td>$56 $49</td>
<td>See Notes Item 2</td>
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<tr>
<td>Double Classroom</td>
<td>26-60 NC</td>
<td>$85 $43 $21</td>
<td>$64 $55</td>
<td>See Notes Item 2</td>
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<tr>
<td><strong>HENSON SCIENCE HALL</strong></td>
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</tr>
<tr>
<td>Lecture 103</td>
<td>80 NC</td>
<td>$125 $63 $31</td>
<td>$94 $81</td>
<td>Tiered Lecture Hall</td>
<td></td>
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<tr>
<td>Lecture 243</td>
<td>110 NC</td>
<td>$185 $93 $46</td>
<td>$139 $120</td>
<td>Tiered Lecture Hall</td>
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</tr>
<tr>
<td><strong>DEVILBISS HALL</strong></td>
<td></td>
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</tr>
<tr>
<td>Lecture Hall 123</td>
<td>182 NC</td>
<td>$185 $93 $46</td>
<td>$139 $120</td>
<td>Tiered Lecture Hall - See Notes Item 2</td>
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<tr>
<td><strong>PERDUE SCHOOL - HH</strong></td>
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</tr>
<tr>
<td>Lecture Room 114</td>
<td>44 NC</td>
<td>$100 $50 $25</td>
<td>$75 $65</td>
<td>Tiered Classroom</td>
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</tr>
<tr>
<td>Case Study Room 117</td>
<td>30 NC</td>
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<td>$56 $49</td>
<td>Tiered Classroom</td>
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<tr>
<td>Case Study Room 119</td>
<td>44 NC</td>
<td>$100 $50 $25</td>
<td>$75 $65</td>
<td>Tiered Classroom</td>
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<tr>
<td><strong>PERDUE HALL</strong></td>
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<tr>
<td>Lobby &amp; Lecture 151</td>
<td>NC</td>
<td>$250 $125 $63</td>
<td>$188 $163</td>
<td>See Notes Item 12</td>
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<tr>
<td>Auditorium 156</td>
<td>213 NC</td>
<td>$185 $93 $46</td>
<td>$139 $120</td>
<td>Tiered Lecture Hall</td>
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<tr>
<td>Focus Room 150 A &amp; B</td>
<td>40 NC</td>
<td>$166 $83 $42</td>
<td>$125 $108</td>
<td>150 A seats 16 and 150 B seats 24</td>
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<tr>
<td>Executive Case 358</td>
<td>41 NC</td>
<td>$100 $50 $25</td>
<td>$75 $65</td>
<td>Tiered Classroom</td>
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<tr>
<td>Executive Case 362</td>
<td>41 NC</td>
<td>$100 $50 $25</td>
<td>$75 $65</td>
<td>Tiered Classroom</td>
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<tr>
<td><strong>TETC</strong></td>
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<tr>
<td>Lecture 152</td>
<td>62 NC</td>
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<td>Tiered Lecture Hall</td>
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<tr>
<td>Lecture 153</td>
<td>534 NC</td>
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<td>Lecture 156</td>
<td>74 NC</td>
<td>$125 $63 $31</td>
<td>$94 $81</td>
<td>Tiered Lecture Hall</td>
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<tr>
<td>Lecture 179</td>
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<tr>
<td>Conference Room 219</td>
<td>14 NC</td>
<td>$50 $25 $13</td>
<td>$38 $33</td>
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<tr>
<td>Conference Room 321</td>
<td>14 NC</td>
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<td>$38 $33</td>
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<td>Video Conf Room 301F</td>
<td>12 NC</td>
<td>$100 $50 $25</td>
<td>$75 $65</td>
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<td><strong>FULTON HALL</strong></td>
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<tr>
<td>Black Box Theatre</td>
<td>50-144 NC</td>
<td>$275 $138 $69</td>
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<td>Technician required - See Notes Item 4</td>
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<td>$94 $81</td>
<td>Tiered Lecture Hall</td>
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<td>Facility</td>
<td>Capacity</td>
<td>Prepaid Users</td>
<td>Profit (Market Price)</td>
<td>Full Day 50% of Market Price</td>
<td>1/2 Day 25% of Market Price</td>
</tr>
<tr>
<td>--------------------------</td>
<td>----------</td>
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<td>-----------------------------</td>
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<td><strong>HOLLOWAY HALL</strong></td>
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<tr>
<td>Great Hall</td>
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<td>$ 88</td>
<td>$ 44</td>
<td>$ 131</td>
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<td>$ 113</td>
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<tr>
<td>Garden</td>
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<td>Ritual Room 104</td>
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<td>$ 123</td>
<td>$ 61</td>
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<td>Conference Rm 204</td>
<td>20 NC</td>
<td>$ 110</td>
<td>$ 55</td>
<td>$ 28</td>
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<td>Classroom 206</td>
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<td><strong>ATHLETIC AND RECREATIONAL FACILITIES</strong></td>
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</tr>
<tr>
<td>Maggs Gym (Main)</td>
<td>2000 NC</td>
<td>$ 750</td>
<td>$ 375</td>
<td>$ 188</td>
<td>$ 563</td>
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<td>Upper Gym</td>
<td>TBD NC</td>
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<td>$ 150</td>
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<td>Pool</td>
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<td><strong>ATHLETIC FIELDS</strong></td>
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<td>Baseball</td>
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<td>Softball</td>
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<td>$ 75</td>
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<td>$ 113</td>
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<td>Track</td>
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<td>$ 88</td>
<td>$ 263</td>
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<td>$ 38</td>
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<td>Stadium Turf Field</td>
<td>2000 NC</td>
<td>$ 175/hr.</td>
<td>$ 88/hr.</td>
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<td>$ 131/hr.</td>
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</table>
### Rates - (rounded to nearest dollar)

<table>
<thead>
<tr>
<th>Facility</th>
<th>Capacity</th>
<th>Prepaid Users</th>
<th>Profit (Market Price)</th>
<th>Co-sponsored/Adjunct Users</th>
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<tbody>
<tr>
<td><strong>SPECIALIZED ATHLETIC FACILITIES</strong></td>
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<td></td>
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<td>Full Day 50% of Market Price</td>
<td>1/2 Day 25% of Market Price</td>
<td>Non Profit 75% of Market Price</td>
</tr>
<tr>
<td>Tennis Courts</td>
<td>TBD</td>
<td>NC</td>
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<td></td>
<td></td>
<td>Recovery Cost Only</td>
</tr>
</tbody>
</table>

Notes:
1. All prices are based on per diem rate. Prices may be adjusted when full conference services are needed, such as housing, food service, or multiple day use of facilities.
2. Prices quoted for classrooms and meeting rooms are based only on the room being used for routine meetings that allow the facility to be used “as is” and require normal custodial and security services.
3. Prices for auditoria use include a cleared, clean stage, and use of house lights and house PA system with one microphone. Any advanced set-up of the facility, such as lighting, sound, etc., shall be in addition to the rental fee. Staff and technical equipment during the activity shall be determined and invoiced separately.
4. The University reserves the right to require supervision by University staff and/or police of its auditoria, gymnasium, and other facilities while in use by off-campus organizations. Salaries for personnel required to supervise the facility or to assist with parking and/or control must be paid by the lessee and will be in addition to rental fees and other assessed charges.
5. The use of Physical Education facilities are normally limited to times when the University is not in session. Specific exceptions may only be made with the approval of the Department of Physical Education and/or Athletics Department. Rental rates for the gymnasium include use of the arena and house PA system only.
6. All prices are subject to change each year.
7. Alcoholic beverages will not be permitted at or around any University facilities without appropriate departmental approval.
8. Rates for Commons indicate exclusive use of the room. The rates do not refer to going through the Market Place.
9. Audiovisual equipment is not included in the facility fee. Additional fees will apply for technical equipment and staff support.
10. Additional fees will apply for events scheduled during non-campus building hours; rates for services may vary per building to include a building supervisor, custodial services and technical staff support.
11. An Event Planner (at $20/hr) is required on site when the Alumni House is open; rehearsals on Friday must start after 5 p.m. Rental and payment of chairs, tables or tents is the customer’s responsibility. Availability of a rain location will be determined. Additional terms and conditions apply.
12. Atrium Lobby area is not available for non-academic events while classes are in session during academic year. (To be determined and discussed with Conference Planning) Setup of this area must first be discussed with Conference Planning and Catering Manager before use of facility is determined.

*Non-profit groups are defined as those groups having a Federal ID for non-profit status.*

A qualified organization must be a corporation, trust, or unincorporated association. Individuals and partnerships generally will not qualify for tax-exempt status. Furthermore, the organization must meet the following requirements.
--- It must be organized and operated exclusively for a charitable purpose.
--- Net earnings may not inure to the benefit of any private individual or shareholder.
--- No substantial part of its activity may be attempting to influence legislation.
--- It may not intervene in political campaigns.
--- No part of the purposes or activities may be illegal or violate fundamental public policy.

Revised August, 2012