



DAVID & JOAN TRAITEL BLDG
HOOVER INSTITUTION
 435 LASUEN MALL

RATE SHEET

Sponsored Events/Unaffiliated Event Sponsor
 effective February 2019

VENUE	DAY RATE 8am-5pm	EVENING 5-10pm	FULL DAY 8am-10pm
Hauk Auditorium spacious, technology equipped lecture space	\$3,000	\$3,000	\$4,400
Blount Hall multipurpose/dining room, includes use of kitchen	\$3,000	\$3,000	\$4,400
East Arcade only as addition to Blount	\$400	\$400	\$600
Pavilion pre-function/reception space	\$1,600	\$1,600	\$2,400
Fairweather Courtyard casual outdoor event venue	\$1,300	\$1,300	\$2,000
AUDIOVISUAL EQUIPMENT *			
*Requires a media tech be hired from an approved vendor (Stanford Event Services, Stanford Video, etc.)			
Hauk/Blount Sound & Presentation mics, lectern, projector/screen, recording	\$500		
Hauk/Blount Video Streaming & Recording 4 built-in cameras, controller	\$500		
Pavilion Sound & Presentation mics, iPad controller, LCD, music playback	\$300		
Assisted Listening Devices 25 receivers	\$100		
FURNISHINGS			
Hauk Auditorium 400 fixed theatre seats, ADA locations	included		
Blount Hall 440 dining chairs, 66" rounds, banquet tables, stage	included		
Pavilion lounge chairs, coffee & bar height tables	included		
Fairweather Courtyard patio furniture, café tables & chairs	included		
FEES & SURCHARGES			
Cleaning Fees arranged by Hoover, direct billed to PTA on file	\$75-500/day		
Hoover Facilities Staff room logistics, building access, operation & lock-up	\$75/hr		
Early Access & Additional Hours before 8am, past 10pm or beyond rental period	\$125/hr		
Weekend Surcharge events held on Saturday or Sunday	\$500/day		
Cancellation Fee 14 days or less	50% of room fee		