

**SAN JOSE STATE UNIVERSITY  
LEASE BY SJSU UNIVERSITY PRESIDENT**

*Lease Agreements and Fees are processed by Facilities Development & Operations (FD&O)  
Reservations and Event Scheduling are processed by Academic Scheduling, Kinesiology, and Athletics Departments*

FACILITY	Details	CAPACITY	RATE 0 - 4 hours	RATE 4 - 8 hours	Each Additional hr (beyond 8 hrs)	UTILITY Hourly RATE (min. 2 hrs)
<b>CLASSROOMS:</b>		<b>SJSU Reservations--</b> Contact Academic Scheduling (408-924-2448 or 924-1989) for the spaces below <b>External Requests--</b> Contact FD&O (fdo-lease@sjsu.edu / 408-924-1927) for Lease Agreement request				
Lecture Classrooms		under 40	\$100	\$200	\$25	\$12
Lecture Classrooms		40 - 60	\$150	\$300	\$25	\$12
Lecture Classrooms		60+	\$175	\$350	\$25	\$12
Science 142	Auditorium style	250	\$200	\$400	\$25	\$20
Sweeney Hall 100	Auditorium style	125	\$200	\$400	\$25	\$20
Washington Square Hall 109	Auditorium style	196	\$200	\$400	\$25	\$20
Washington Square Hall 207	Auditorium style	125	\$200	\$400	\$25	\$20
		<b>SJSU Reservations--</b> Contact Individual Departments for the spaces below <b>External Requests--</b> Contact FD&O (fdo-lease@sjsu.edu / 408-924-1927) for Lease Agreement request				
Engineering 189	Auditorium style	200	\$200	\$400	\$25	\$20
Music Concert Hall 176	Auditorium style	500	\$400	\$800	\$25	\$20
YUH 124	Auditorium style	200	\$200	\$400	\$25	\$20
<b>GYMS:</b>		<b>SJSU Reservations--</b> Contact Kinesiology (408-924-3046 or 924-3010) <b>External Requests--</b> Contact FD&O (fdo-lease@sjsu.edu / 408-924-1927) for Lease Agreement request				
SPX 107A	Gym	100	\$300	\$625	\$25	\$40
SPX 107B	Gym	100	\$300	\$625	\$25	\$40
SPX 178	Gym		\$300	\$625	\$25	\$40
YUH 106	Gym	100	\$300	\$625	\$25	\$40
<b>SOUTH CAMPUS:</b>		<b>SJSU Reservations--</b> Contact Athletics Department (408-924-1239 or 924-1200) <b>External Requests--</b> Contact FD&O (fdo-lease@sjsu.edu / 408-924-1927) for Lease Agreement request				

FACILITY	Details	CAPACITY	RATE 0 - 4 hours	RATE 4 - 8 hours	Each Additional hr (beyond 8 hrs)	UTILITY Hourly RATE (min. 2 hrs)
	<b>SJSU Reservations--</b> Contact Student Union Inc. (408-924-6300) for Spartan Memorial and Morris Dailey, below <b>External Requests--</b> Contact FD&O (fdo-lease@sjsu.edu / 408-924-1927) for Lease Agreement request					
Spartan Memorial Chapel	Seating: Pews Add'l items: Podium, table in back, organ, candelabra	100		\$200		\$12
Morris Dailey	Auditorium: 1st Floor: 583 fixed seating & 16 accessible wheelchair areas. 2nd floor: 280 fixed seating.	879		\$1,200		\$20
<b>OPEN SPACES:</b> <b>SJSU Reservations--</b> Contact FD&O (fdo-lease@sjsu.edu / 408-924-1927)						
PLAZA AREA (7th Street)		150		TBD		
Bell Rose Garden Area		50		TBD		
Science Bldg. Lawn		125		TBD		
Tower Lawn - North (by MLK)		150		TBD		
Tower Lawn - South (fountain)		1000		TBD		
Smith/Carlos Lawn Area		200		TBD		
Art Bldg. Quad		125		TBD		
Caret Plaza		125		TBD		

**Note: Assembly permits required for events over 300**

\* \$ 1.50 per person by maximum attendance day

**HAMMER THEATRE  
(Operated by SJSU)**

Reservations/Contact-- Visit Hammer Theatre website at <https://hammertheatre.com/rentals/>

**STUDENT UNION BLDG:**

Contact-- Phone (408-924-6302 or 924-6300) or visit Student Union Website at <http://www.sjsu.edu/studentunion/>

**Rates for support services for events are per-hour rates, with a 4 hour minimum for any function. This is based on number of participants, type of event, and the number of rooms or outdoor space, which are factored into the direct support cost.**

SUPPORT SERVICES	Hourly Rate
Custodial - interior building	\$47.57
Grounds- exterior	\$63.77
Recycling/ Trash Cans/ Composting	\$56.33
Electrical	\$90.86