

FACILITY POLICY
V.J. and Angela Skutt Student Center
Harper Center for Student Life and Learning

SECTION Reservations and Event Fees & Billings			NO. 4.8		
ISSUED March 2009	REV. January 2011	REV. May 2011	REV.	REV.	REV.
POLICY Equipment Operator Fee			PAGE OF 1 1		

PURPOSE: To provide ample equipment and furnishing for all functions scheduled in the Harper Center for Student Life and Learning.

SOURCE: Skutt Student Center Administration and Harper Center for Student Life and Learning Administration

POLICY: The Skutt Student Center and Harper Center for Student Life and Learning have a variety of audio/ visual equipment and furnishings available for functions held in the Skutt Student Center and Harper Center for Student Life and Learning. All equipment and furnishings are reserved on a first come, first served basis.

When clients use audio/visual equipment they must provide their own equipment operators, however, equipment operators may be provided at an hourly charge. See policy 4.1.

