

Law School Building, 1525 Senate Street, Rooms (17 classrooms) and Seating Capacity							
Building Hours during the academic year (hours in which doors will be unlocked)				M–F	Saturday	Sunday	
				Senate Street entrance	7 AM–9 PM	9 AM–9 PM	1 PM–9 PM
All other exterior doors are not accessible for entry				Gervais Street entrance	7 AM–6 PM	9 AM–6 PM	1 PM–6 PM
Room Number	Room Type	Technology	Notes	Seating Occupancy	USC Partner - full day rental	Non-profit or Government Organizations - full day rental	For Profit Organizations - full day rental
	Additional Fees	Administrative Fee			200.00	200.00	200.00
	Additional Fees	Academic Technology Fee			75.00	75.00	75.00
	Additional Fees	IT Fee for additional support	Fee for on-call IT staff dedicated to your program		\$75 per 30 minutes of support	\$75 per 30 minutes of support	\$75 per 30 minutes of support
101	Perrin Family Event Space	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player, 1 microphone, 2 digital signs	Space is rented as is. Cocktail rounds and 6-foot tables can be added for an additional fee.	130	150.00	300.00	450.00
103	Karen Williams Courtroom	3 Digital Array Screens, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. Multiple wired microphones for judges' bench, attorney tables & witness stand along with multiple wireless microphones		300	400.00	600.00	750.00
130	Courtroom	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		24	75.00	125.00	275.00
131	Classroom	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		50	75.00	125.00	275.00

133	Seminar	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		24	75.00	125.00	275.00
135	Historic Courtroom	Screen, confidence monitor, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. Several wired microphones for attorney tables & judge's bench. 1 wireless microphone		24	75.00	125.00	275.00
136	Classroom	Screen, confidence monitor, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		90	75.00	125.00	275.00
204	Seminar	Screen, three flat screen displays, smart podium w Computer, laptop input, videoconference, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		20	75.00	125.00	275.00
283	Seminar	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		20	75.00	125.00	275.00
284	Classroom	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		50	75.00	125.00	275.00
286	Seminar	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		24	75.00	125.00	275.00
288	Classroom	Screen, confidence monitor, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		76	75.00	125.00	275.00
289	Classroom	Screen, confidence monitor, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		75	75.00	125.00	275.00

388	Courtroom	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		24	75.00	125.00	275.00
389	Classroom	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		50	75.00	125.00	275.00
393	Seminar	Screen, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		24	75.00	125.00	275.00
395	Classroom	Screen, confidence monitor, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		76	75.00	125.00	275.00
397	Classroom	Screen, confidence monitor, smart podium w Computer, laptop input, Sharelink, Apple TV, DVD/Blu Ray player & document camera. 1 wireless microphone		75	75.00	125.00	275.00
	Additional Fees	Extended hours access	Access outside of normal business hours (m-f: 8:30 am - 5:00 pm)		USC partner must have a SAPE trained employee on-site for the duration of the event	\$100 per hour	\$100 per hour

	Additional Fees	Custodial Fees	The Law School will make every effort to provide an accurate approximation of costs however, custodial fees are charged by the University of South Carolina Facilities Department and are outside of the purview of the Law School .		Custodial fees will be billed directly to the sponsoring department	Custodial fees will be invoiced post-event	Custodial fees will be invoiced post-event
	Additional Fees	Table Rental, per table, per day			10.00	10.00	10.00
	Additional Fees	Linen Rental, per linen, per day			20.00	20.00	20.00
	Additional Fees	Chair Rental, per chair, per day			2.00	2.00	2.00
Notes:							
1	Use of Law School space is limited to UofSC departments and organizations which focus law or policy.						
2	Fees above include the use of the technology in the room; instructional support services are not available. Information about using the classroom technology can be found at: http://itsthelaw.scschooloflaw.org/2017/08/classroom-technology-training-2017/ . USC Partners can contact UTS for technology support services.						
3	Reservations not accepted for weekends and days in which the university is closed or during exam weeks.						
4	Fees above are for space only as the space exists. Additional fees are charged for furniture rentals.						
5	Perrin Family Event Space furniture cannot be moved. Classroom seating cannot be rearranged.						
6	Hallways cannot be reserved.						
7	Reservation times should include all hours required for set-up and clean-up						
8	Use of space by outside organizations requires a minimum of 4 weeks advance notice, a lease agreement and receipt of certificate of insurance. Payment must be received in advance of the event.						
9	Reservations cannot be accepted more than four months in advance.						
10	Digital displays are for law school use only. The law school does not provide advertising services. Portable signage is allowed, but not provided (signage may not be affixed to walls or doors).						
11	All food and beverage must be purchased through the University's exclusive catering partner, Horseshoe Catering. No outside catering is allowed in campus facilities.						
12	Any event serving alcohol in the Law School must receive approval from the University's SAPE office. All alcohol must be served by a licensed bartender.						