



# VALPARAISO UNION & CAMPUS RESERVATION SPACE PRICING 2023-2024

## All Campus Event Spaces

Building	Room	Average Capacity*	Half Day (4 Hour Max)	Full Day (8 Hour Max)**
Harre Union	Ballrooms			
	One Section	200	\$300	\$500
	Two Sections	400	\$800	\$1,000
	Full Ballroom	800	\$1,300	\$1,500
	Brown & Gold Room	100	\$250	\$450
	West Lawn (outside)	N/A	\$1,000	
Chapel of the Res.	Chapel	1000	\$2,500	
Mueller Hall	Refectory	110	\$200	\$400
VUCA	Lobby	120	\$250	\$450

\*Based on Auditorium setup. More Setup options can be found at [valpo.edu/union](http://valpo.edu/union).

\*\*All Weddings will be charged a full day rate.

## All Campus Meeting Spaces

Building	Room	Average Capacity*	Half Day (4 Hour Max)	Full Day (8 Hour Max)**
Harre Union	Bullpen	10	\$100	\$150
	Victory Bell Room	14	\$100	\$150
	Campanile Room	14	\$100	\$150
	Valpo Room	16	\$160	\$210
	Hearth Room	24	\$160	\$210
	Heritage Room	18	\$160	\$210
	Shield Room	20	\$160	\$210
	Alumni Room	36	\$175	\$225
	Suite 200 Multipurpose	40	\$175	\$225
	LL30	200	\$175	\$225
Helge Center	Multipurpose Room	42	\$175	\$225
Christopher Center	Board of Directors	36	\$175	\$225
	Room 205	88	\$150	\$150
Campus	Standard Classrooms	50 or less	\$100	\$100

\*Based on Standard setup. More Setup options can be found at [valpo.edu/union](http://valpo.edu/union).

\*\*All Weddings will be charged a full day rate.

## Other Harre Union Spaces

Room	Average Capacity	Pricing	
Bell & Beacon (BBs)	75 (seated) to 100	\$65.00 per hour	
Atrium Tabling Spaces	1 table & 2 chairs	\$65.00 per day	\$200 per week

## Additional Fees

Item	Fee	Notes
Deposit	25% of room total	The non-refundable deposit is due within 10 days of receipt of invoice
Audio Visual Technician	\$30.00 per hour	Request must be made at least 14 days in advance
Coat Room Attendant	\$60.00 per hour	Coat room is included in rental price with no attendant
Valparaiso University Police Officer	\$35.00 per hour	This charge applies to reservations with alcohol present
Last Minute Room Changes	\$30.00 per hour	One Hour Minimum
Extra Cleaning Expenses	\$30.00 per hour	One Hour Minimum
Extended Building Hours	\$75.00 per hour	Request must be made at least 14 days in advance
Taxes	7%	Indiana sales tax is applied to all reservations. Your total bill will reflect all rental fees plus tax.