

Summary on Charges of different University Facilities (in HK\$)

Updated on 15 July 2019

Venue (compulsory IT/AV support)	Seating Capacity	Category 1: Full Hourly Rates for Government or External Parties recommended by HSUHK's Department/Office Deposit: \$3,000	Category 2: Concessionary Hourly Rates for External Parties closely connected with HSUHK, or charitable / NGO organizing <u>non-profit generating activities</u> Deposit: \$1,500	Category 3: Concessionary Hourly Rates for Staff, or Student Organizations with <u>profit-generating activities</u> Deposit: \$1,500	Charges for IT/AV support (Min. 2 hours of services)	Operational Charges
A401 (booking is subject to the approval of Translation Department)	220P	\$2,500	\$1,250	\$1,250	2 IT/AV Supports Hourly Rate: \$400 (Office hrs) \$600 (Non-office hrs) (Teaching Assistant: \$1,000 per event, up to 8hrs)	Not Applicable
Auditorium	>300P	\$3,000	\$1,500	\$1,500	3 IT/AV Supports Hourly Rate: \$600 (Office hrs) \$900 (Non-office hrs)	\$1,000 (Min. 2 hours of booking)
N501	120P	\$1,800	\$900	\$900	2 IT/AV Supports Hourly Rate: \$400 (Office hrs) \$600 (Non-office hrs)	
College Hall	350P	\$2,000	\$1,000	\$1,000	3 IT/AV Supports Hourly Rate: \$600 (office hrs) \$900 (Non-office hrs)	
Venue (Optional IT/AV support)	Seating Capacity	Category 1: Full Hourly Rates for Government or External Parties recommended by HSUHK's Department/Office Deposit: \$3,000	Category 2: Concessionary Hourly Rates for External Parties closely connected with HSUHK, or charitable / NGO organizing <u>non-profit generating activities</u> Deposit: \$1,500	Category 3: Concessionary Hourly Rates for Staff, or Student Organizations with <u>profit-generating activities</u> Deposit: \$500, capped at \$2,500 (Student Organizations)	Optional Charge (Min. 2 hours for Student AV Helper)	Not Applicable
Classroom (Small)	20-40P	\$400	\$200	\$200	Hourly Rate: \$65	
Classroom (Medium)	40-80P	\$700	\$350	\$350		
Classroom (Large)	80-120P	\$900	\$450	\$450		
Lecture Theatre	<120P	\$1,100	\$550	\$550	--	

Notes:

1. Student organizations conducting activities in the above University venues will not be required to pay any rental charges except for conducting income-generating activities. However, charges for IT/AV support will be required.
2. For student organizations booking the above venues for more than 8 hours but less than 12 hours, a maximum 8 hours will be charged. For booking less than 24 hours but more than 12 hours, a maximum 12 hours will be charged.