

Alvin Community College
Charges for Facilities/Equipment/Personnel
Required Insurance Coverage and General Guidelines

Charges for Use of Campus Facilities	
Baseball/Softball Fields	\$100.00 (7 or 9 inning game) \$50.00 per hour for practice sessions
Breezeway	\$10.00 per hour
Cafeteria	\$50.00 per hour (2-hour minimum)
Courtyard	\$25.00 per hour
Gymnasium	\$50.00 per hour minimum
KACC Radio & TV Requests	Need approximately 2 weeks preparation time Fees set by Radio/TV Department Chair
Parking Lot	\$20.00 per hour per lot
Tennis Courts	\$20.00 per hour
Classroom - standard	\$25.00 per hour

Charges for Use of Campus Equipment	
LCD Projector/Screen	\$50.00
Laptop Computer	\$50.00
Microphone/PA System	\$50.00

Personnel Charges	
Media Technician	\$45.00 per hour (2-hour minimum)
Custodial Fees	\$30.00 per hour per person (2-hour minimum)
Security Fee	\$40.00 per hour per police officer (3-hour minimum) (4-hour minimum for Theatre) Must be ACC Police Officer

Comprehensive General Liability Insurance Coverage Requirements	
\$1,000,000 Each Occurrence	
\$2,000,000 General Aggregate	
\$5,000 Medical Expense Each Person	
\$100,000 Rented Premises (Each Occurrence)	
\$1,000,000 Personal and Advertising Liability	
\$1,000,000 Liquor Liability	
Alvin Community College should be listed as Additional Insured on the liability policy.	
The liability policy should also provide a Waiver of Subrogation in favor of Alvin Community College.	
Renter should provide Alvin Community College with a certificate of insurance showing proof of insurance. The certificate of insurance should contain a 30-day notice of cancellation.	