

# Science Center Building Operations

## 2022-2023 Room Rental Payment and Prices

- **FAS:** There is no charge for an FAS department, instructor, administrator or Harvard student group to reserve space at the Science Center.
- **Harvard, non-FAS:** The Harvard rate applied only to departments of Harvard University and organizations chartered by Harvard University. A 33-digit billing code must be submitted to Building Operations at [sc\\_sched@fas.harvard.edu](mailto:sc_sched@fas.harvard.edu) prior to the event. Payment will be processed after the event.
- **Non-Harvard:** All non-Harvard room and space requests must be submitted to the Campus Service Events Office at [events@harvard.edu](mailto:events@harvard.edu).

ROOM	# SEATS	ROOM OR SPACE STYLE	HARVARD Non-FAS HALF-DAY RATE
A	150	Fixed chair lecture hall	\$420.00
B	500	Fixed chair lecture hall	\$1400.00
C	350	Fixed chair lecture hall	\$980.00
D	250	Fixed chair lecture hall	\$700.00
E	132	Fixed chair lecture hall	\$365.00
Central Arcade		Large open hallway	\$420.00
East Arcade		Large open hallway	\$420.00
West Arcade		Large open hallway	\$420.00
Basement Lobby		Lobby	\$420.00
B-10	50	25 Tables and 50 chairs	\$420.00
104	20	10 Tables and 20 chairs	\$210.00
105	20	10 Tables and 20 chairs	\$210.00
109	20	10 Tables and 20 chairs	\$225.00
110	36	18 Tables and 36 chairs	\$420.00
111	12	6 Tables and 12 chairs	\$210.00
112	20	10 Tables and 20 chairs	\$280.00
113	18	9 Tables and 18 chairs	\$210.00
116	18	9 Tables and 18 chairs	\$210.00
216	24	12 Tables and 24 chairs	\$225.00
221	34	Moveable chair desks with tablet arms	\$280.00
222	35	Moveable chair desks with tablet arms	\$280.00
304	24	Moveable chair desks with tablet arms	\$210.00
309	59	Moveable chair desks with tablet arms	\$504.00
309a	55	Moveable chair desks with tablet arms	\$420.00
Cafe	100 seats; 198 total	4 large and 13 small Tables and 100 chairs	\$700.00
Courtyard	378	10-16 Tables	\$560.00
Café & Courtyard Package	576	See Café and Courtyard totals above	\$1120.00

The prices listed above are half-day rates for a period of five hours or fewer. For a reservation longer than five hours, a full-day rate is applied; the cost is double the price listed. Additional charges may apply for custodial services, media, catering, facility support, or security. Rates are subject to change.