

SCIENCE CENTER BUILDING OPERATIONS

ESTIMATED CUSTODIAL SERVICE CHARGES

Custodial charges may vary based on the following factors: length of event, attendance; food and beverage events; furniture set-up needs; trash removal, recyclables, and composting; room and space clean-up after the event; the stocking supplies and cleaning of restrooms. The hourly rate for custodians changes each fiscal year. The rate charged will be the rate at the time of the event. Events are charged for each hour of the reservation plus time after the event for cleanup.

1 Custodian, Overtime Rate = \$243.48 (60.87/hr)

| EVENT SIZE | FAS EVENT | HARVARD NON-FAS or NON-HARVARD EVENT |
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| | | |
| EVENT within SC Dept. space (with food or no food) | No charge | N/A |
| EVENT with food on tables in Courtyard | No charge | 4 hours (minimum) = \$243.48 |
| EVENT for 1-74 people, no food | No charge | 4 hours (minimum) = \$243.48 |
| EVENT for 1-74 people, with food in Arcade | Weekdays: No charge Weekends and holidays: 4 hours (minimum) = \$243.48 | 4 hours (minimum) = \$243.48 |
| EVENT for 75-250 people, no food, 1-1.5 hr. event | No charge | 4 hours (minimum) = \$243.48 |
| EVENT for 75-250 people, no food, 2hrs or more event | Weekdays: No charge; Weekends and holidays: 4 hours (minimum) = \$243.48 | 4 hours (minimum) = \$243.48 |
| EVENT for 75-250 people, with food in Arcade | 4 hours (minimum) = \$243.48 | 4 hours (minimum) = \$243.48 |
| EVENT, events in Café, with food | 4 hours (minimum) = \$243.48 | 4 hours (minimum) = \$243.48 |
| EVENT for 251-500 people, no food | <ul style="list-style-type: none"> • Weekdays: up to 2 hour event: No charge • 2+ hour event: 4 hours (minimum) = \$243.48 • Weekends: 4 hours (minimum) = \$243.48 | 4 hours minimum (2 custodians): \$486.96 |
| EVENT for 251-500 people, with food in Arcade | \$486.96 4 hours minimum (2 custodians) | 4 hours minimum (2 custodians): \$486.96 |
| EVENT for 500+ people, no food | 4 hours minimum (2 custodians): \$486.96 | 4 hours minimum (2 custodians): \$486.96 |
| EVENT for 500+ people, with food | 4 hours minimum (2 custodians): \$486.96 | 4 hours minimum (2 custodians): \$486.96 |
| EVENT for 650+ | Custodial rate to be determined based on event type/needs. | Custodial rate to be determined based on event type/needs. |

Restroom Attendants for Plaza events: 1-75 people: 4 hours (minimum) = **\$243.48**
 75+ people: 4 hours minimum (2 custodians): **\$486.96**
 500+ people: Custodial rate to be determined based on size of event.
EVENT furniture moves (Cabot/Arcades): 4 hours (minimum) = **\$243.48**