



MEETING ROOM USE CONTRACT

All meeting rooms are available for groups ranging from three to forty people. All community groups not sponsored by the college or not directly supporting our college mission, whether profit or non-profit will be assessed a fee to use facilities on NMSU Grants campus. All fees are based on a per hour charge.

All meeting rooms have white boards, projectors and screens. Seating is tables and chairs. You may arrange the room as you wish.

IT assistance is available within normal working hours.

Fees are as follows:

Monday through Friday: *After hours and weekends with leadership approval

\$25.00 per hour/per room up to 4 hrs. otherwise \$200/day

Set-up fee: \$50.00

Take down fee: \$50.00

IT Assistance outside normal working hours is available for \$50.00 per hour. (2-week notice required)

Mission Statement: NMSU Grants **provides an accessible quality education through innovative teaching and learning that promotes respect and service for our diverse students and community.**

Vision Statement: To embrace innovation in teaching and learning to promote a sustainable prosperous community.