Bellevue College
Venue Information & Rental Rates



U301AB

U301AB is located on the top floor of the new Student Success Center. This event space features floor-to-ceiling windows on two walls with beautiful views of the campus and the downtown Bellevue skyline. U301AB is ideal for large conferences, banquets, ceremonies, and performances. The space includes a full-service kitchen. The room can also be divided into two rooms with a retractable wall for a smaller setting or separate uses.
Flat fee includes: 4 hours event time and 12 hours of personnel (setup, breakdown, and custodial support). Hourly rate will be applied for every hour thereafter (contact us for additional details).
Capacity: Up to 950 people.

	Standard Rate	Non-profit Rate	Internal Rate
4 Hours	$3,000.00	$1,600.00	$650.00
1 Hour	$750.00	$400.00	$162.50



U301A

U301A is a multi-purpose room located within U301AB. Equipped with a state of the art AV system, the room is great for midscale conferences, banquets, ceremonies, and performances.
Flat fee includes: 4 hours event time and 12 hours of personnel (setup, breakdown, and custodial support). Hourly rate will be applied for every hour thereafter (contact us for additional details).
Capacity: Up to 450 people.

	Standard Rate	Non-profit Rate	Internal Rate
4 Hours	$1,500.00	$800.00	$325.00
1 Hour	$375.00	$200.00	$81.25



U301B

U301B is a multi-purpose room located within U301AB. Equipped with a state of the art AV system, the room is great for midscale conferences, banquets, ceremonies, and performances.
Flat fee includes: 4 hours event time and 12 hours of personnel (setup, breakdown, and custodial support). Hourly rate will be applied for every hour thereafter (contact us for additional details).
Capacity: Up to 450 people.

	Standard Rate	Non-profit Rate	Internal Rate
4 Hours	$1,500.00	$800.00	$325.00
1 Hour	$375.00	$200.00	$81.25

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U312+U313

U312+313 is a fully electronic multi-purpose room that accommodates large meetings, seminars, presentations, and social events. Equipped with a retractable wall, the room can be divided into two rooms for a smaller setting.
Capacity: 122 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$260.00	$180.00	$90.00*

*Internal groups using U312 and/or U313 will have daily rate per event instead of an hourly rate.



U312

U312 is a multi-purpose room located within the U312+313. The room is ideal for breakouts, small meetings, small gatherings, and presentations.
Capacity: 58 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$130.00	$90.00	$45.00*

*Internal groups using U312 and/or U313 will have daily rate per event instead of an hourly rate.

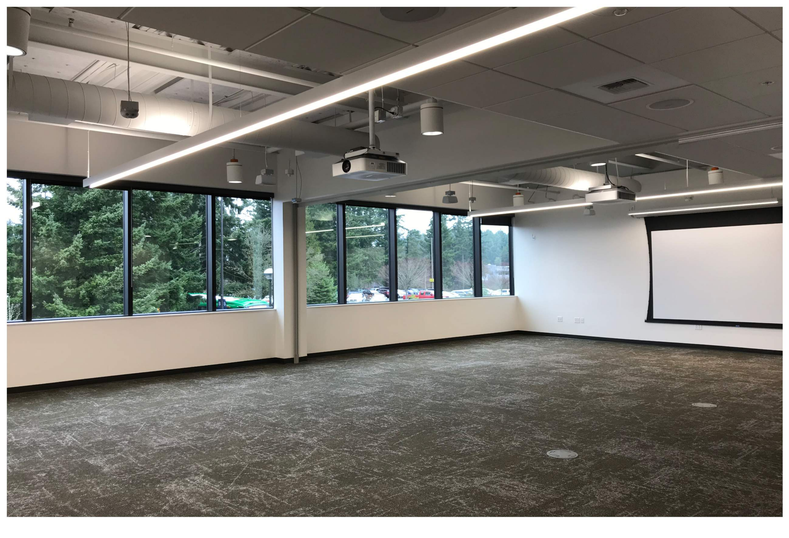


U313

U313 is a multi-purpose room located within the U312+313. The room is ideal for breakouts, small meetings, small gatherings, and presentations.
Capacity: 58 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$130.00	$90.00	$45.00*

*Internal groups using U312 and/or U313 will have daily rate per event instead of an hourly rate.



U208+209

U208+209 is a fully electronic multi-purpose room that accommodates large meetings, seminars, presentations, and social events. Equipped with a retractable wall, the room can be divided into two rooms for a smaller setting.
Capacity: 82 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$160.00	$100.00	N/A

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U208

U208 is a multi-purpose room located within the U208+209. The room is ideal for breakouts, small meetings, small gatherings, and presentations.
Capacity: 41 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$80.00	$50.00	N/A



U209

U209 is a multi-purpose room located within the U208+209. The room is ideal for breakouts, small meetings, small gatherings, and presentations.
Capacity: 41 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$80.00	$50.00	N/A



Parking Lots and Garage

20+ campus parking lots conveniently located near key facilities, main roads, and major freeways, making them a perfect site for car shows and gathering points for community drives.
Capacity: Varies.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$110.00	$110.00	N/A



Athletic Fields

Our soccer, softball, and baseball fields are available for rent through Outdoor Athletic Rentals. For more information, please contact Outdoor Athletic Rentals at (425)564-2356 or http://bellevuecollege.edu/athlectics/facilities/

Hourly	Standard Rate	Non-profit Rate	Internal Rate
Courter Field (Baseball)	$75.00	$75.00	N/A
Soccer/Softball Complex	$125.00	$125.00	N/A
Soccer Field	$75.00	$75.00	N/A
Softball Field	$50.00	$55.00	N/A

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Electronic Classrooms

Electronic classrooms include a computer console at the lectern, with a projetor and a screen. Some locations also have desks and chairs or tab-arm chairs.
Capacity: 20-70 people.

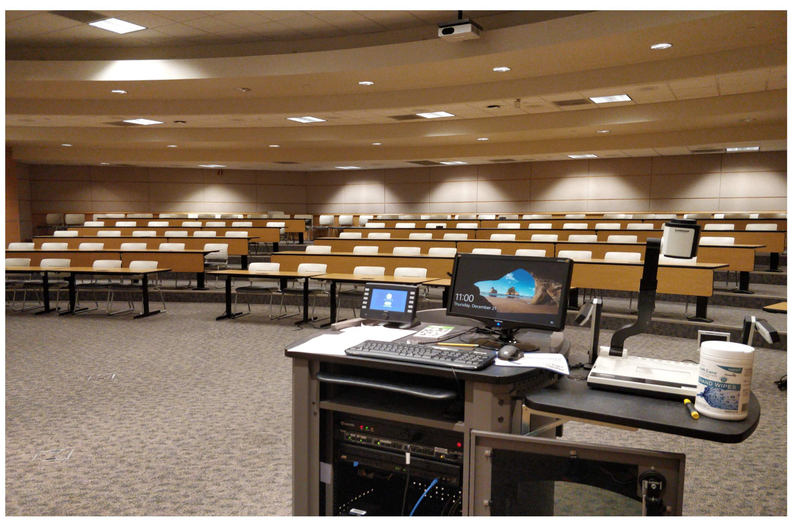
	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$45.00	$35.00	N/A



Computer Labs

BC computer labs are ideal for software trainings and workshops. Both PC and Mac labs are available.
Capacity: 16-40 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$125.00	$105.00	N/A



Paccar Atrium

The Paccar Atrium is equipped with a computer console at the lectern, microphones, three large screens and a sound system. The Atrium is great for presentations, film viewings and seminars.
Capacity: 125 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$120.00	$105.00	N/A



Library Media Center (LMC) Event Center

The LMC Event Center is a fully electronic multi-purpose room that accommodates large meetings, seminars, trainings and social events.
Capacity: 80 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$55.00	$40.00	N/A

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Lobby

Ranging from casual to more formal, BC's flexible lobby layouts are well suited to accommodate event registrations, networking, or vendor tabling.
*External events availability in the lobby (except vendor tabling) may be limited to after 6PM on weekdays an on weekends during the quarters.
Capacity: 120 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$65.00	$50.00	N/A



Cafeteria Dining Room

With its high ceiling, front window and wood floors, the Cafeteria Dining Room is ideal for banquets, weddings, performances, and trade shows. Special configuration and equipment accommodations are available.
*External events availability in the lobby (except vendor tabling) may be limited to after 6PM on weekdays an on weekends during the quarters.
Capacity: 350 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$140.00	$105.00	N/A



Continental Room

The Continental Room is a multi-purpose room located within the cafeteria. Equipped with a retractable wall, it can be divided into two rooms for breakouts, presentations, small gatherings or banquets.
Capacity: 80 people.
*For external customers: Only available with the cafeteria rental.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$40.00	$30.00	N/A



Garden Room

The Garden Room is a multi-purpose room located within the cafeteria. Equipped with a retractable wall, it can be divided into two rooms for breakouts, presentations, small gatherings or banquets.
Capacity: 80 people.
*For external customers: Only available with the cafeteria rental.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$40.00	$30.00	N/A

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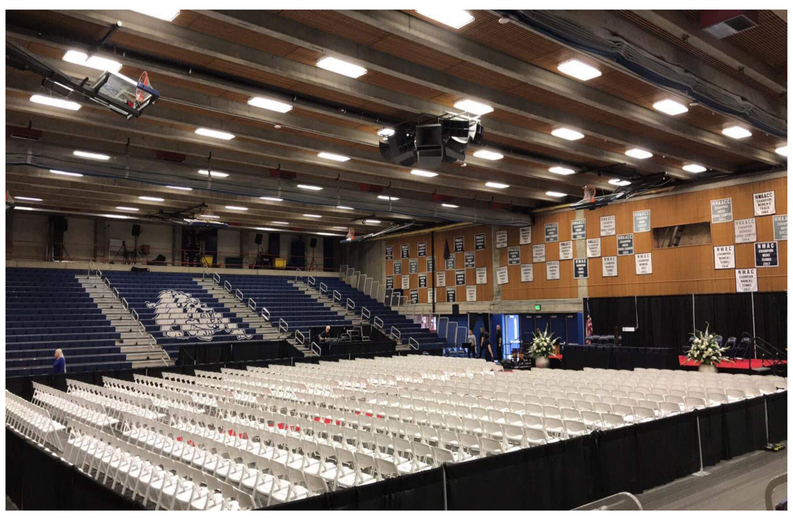


Carlson Theatre

With a pro-grade lighting and sound system, the Carlson Theatre is perfect for drama, music, dance performances, formal lectures, ceremonies, and small graduations.

Capacity: 300 people.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$185.00	$140.00	N/A



Gymnasium

BC's largest indoor venue, the gymnasium is well suited for athletic activities, expos, concerts, festivals and graduations. The gymnasium can be separated into three sections.

Capacity: 3000 people.

The rates below apply for events (e.g, concerts, festivals, fairs, graduations) which require some basic setup. For events rentals in the gymnasium, please contact the Events Office at (425)564-4048.

Carpet installation cost: $1,425.00/event.

Hourly	Standard Rate	Non-profit Rate	Internal Rate
Entire gym	$195.00	$150.00	N/A
1/3 gym	$65.00	$50.00	N/A



The rates below apply for athletic activities (e.g, basketball and volleyball games). For athletic activity rentals, please contact Indoor Athletic Rentals at (425)564-2193.

Hourly	Standard Rate	Non-profit Rate	Weekday Practice*	Internal Rate
Entire gym	$135.00	$135.00	$105.00	N/A
1/3 gym	$45.00	$45.00	$35.00	N/A

*Weekday practice rate pertains to events that do not require set up.



Courtyards

Courtyards are great for use in all seasons for fun run fundraisers, open-air banquets, or vendor fairs. Each courtyard also features its own distinct scenery of seasonal plants.

Capacity: Varies.

	Standard Rate	Non-profit Rate	Internal Rate
Hourly	$95.00	$85.00	N/A

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PERSONNEL CHARGES

Site Coordinator	$44.50/HR
Custodial	$44.50/HR
Porter	$44.50/HR
Public Safety	$54.75/HR
Theater Technician	$44.50/HR
Front of House	$37.50/HR
Bartender	$44.50/HR
Barista	$44.50/HR
Waiter/Waitress	$44.50/HR
Host	$44.50/HR

*All personnel charges are on 4-hour-minimum rental basis.

Please note that additional fees are applicable for furniture, equipment and event support staff. Minimum hour rentals may also apply.
For more information please contact the Events Office at (425)564-4048 or rentals@bellevuecollege.edu.