



George Mason University's SciTech Campus Event Department welcomes academic departments, government agencies, businesses, community, and non-profit organizations to host events at our spacious, modern facilities at the SciTech Campus in Manassas and the Potomac Science Center in Woodbridge. We have the right mix of staff, equipment, space, and catering services to meet your event needs.

Potomac Science Center External Client Rental Fees

Rates include required event staff (3 hour minimum). See additional staffing charges below.
Rates reflected are from July 1, 2019—June 30, 2020.

Multipurpose Room (inc. rental, set-up and equipment): LCD projector, laptop, podium mic)	\$ 1,190
(room rental fee only)	\$ 840
Lecture Hall (inc. rental, set-up and equipment: LCD projector, laptop, podium mic)	\$ 890
(room rental fee only)	\$ 440
Pre-Function Lobby (inc. set up fee and tech only)	\$ 540
(room rental fee only)	\$ 340
Conference Room (inc. set-up fee and built-in technology: 50" display, laptop)	\$ 270
(room rental fee only)	\$ 190
Exhibit Gallery (inc. set up fee and tech only)	\$ 365
(room rental fee only)	\$ 215
Outdoor Amphitheater or Patio (inc. set up fee and tech only)	\$ 490

Additional Resources (Technology)

Laptop	\$ 50
Microphone (wired)	\$ 50
Microphone (wireless, or lapel)	\$ 80
Mixer (16 Channel)	\$ 80
LCD Projector (portable)	\$ 60
Audio output to External Recording Device	\$ 50
Press Box	\$ 75
Portable Sound System (one speaker/mic)	\$ 100
Portable 55" TV Display	\$ 75
Direct Box	\$ 20
Power Drop	\$ 12
Polycomm and phone line (additional charge for long distance calls)	\$ 36
*Video Conference (additional fee to A/V package)	\$ 150

Additional Resources

Easel	\$ 5
Post-it Pad	\$ 45
Posters	\$ 30
Pipe and Drape (per section)	\$ 30

Staffing Charges

Event Staff (per additional hour)	\$ 30
Classroom AV Tech (per hour - 2 hour min.)	\$ 40
Housekeeping (in-house)	\$ 200
Police Officer (per hour - 3 hour min.) required when alcohol is being served	\$ 48
Access to building (before 7am or after 11pm)	\$ 40

Discounted room rates are available to non-profit organizations and local government agencies.

For more information, contact the SciTech Event Department at the Potomac Science Center, pscevent@gmu.edu or 703-993-7107.

Potomac Science Center 650 Mason Ferry Avenue MS 4E3, Woodbridge, VA 22191