External Client Rental Fees

Rates include required event staff (3 hour minimum).

See additional staffing charges below.

Rates reflected are from July 2022

Multipurpose Room + Pre-Function Lobby (inc. rental, set-up and equipment): LCD projector, laptop, podium mic)	$ 1,049
(room rental fee only)	$ 849
Lecture Hall (inc. rental, set-up and equipment: LCD projector, laptop, podium mic)	$ 649
(room rental fee only)	$ 449
Conference Room (inc. set-up fee and built-in technology: 50" display, laptop)	$ 274
(room rental fee only)	$ 199
Exhibit Gallery (inc. set up fee and tech only)	$ 374
(room rental fee only)	$ 224
Outdoor Patio (room rental fee only) *Set up fee not included. Set up fees dependent on event needs*	$ 499

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
Steaming Services (Zoom or other)	$ 80/hour
*Video Conference available in Lecture Hall (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)	$ 33
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	$ 61
Access to building (before 7am or after 11pm)	$ 40

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.

*Discounted 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

For Wedding and Special Occasion Packages, please contact the Events Office.