# UNC PEMBROKE FACILITIES,

**FACILITY MANAGER, CAPACITY, AND RENTAL FEES**

Note: Facilities are defined as buildings and grounds owned or controlled by the university. The following facilities are available for use by external groups.

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| **FEE DESCRIPTION** | **Proposed 2025-2026 Amount** | **Fund** | **Contact** |
| **Division of Information Technology Event Support Fees:** |  |  |  |
| IT Audio Visual Event Support (Non University Group) | $40 per hour | 252520 | DoIT Helpdesk 910-521-6260 |
| IT Network Event Support (Non University Group) | $60 per hour | 252520 | DoIT Helpdesk 910-521-6260 |

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| **Facility** | **Facility Manager** | **Capacity** | **Rental Fees (daily)** |
| Caton Field House Conference Room 139 | Regina Maynor/Dick Christy | 15 |  |
| Caton Field House Conference Room 141 | Regina Maynor/Dick Christy | 12 | $125 |
| Caton Field House Conference Room 148 | Regina Maynor/Dick Christy | 10 | $125 |
| Caton Field House Meeting Room 140 | Regina Maynor/Dick Christy | 120 | $150 |
| Dial 123 | Dr. Wendy Miller | 40 | None |
| Football Field | Dick Christy |  | TBD |
| Football Practice Field | Dick Christy | 1,636 | $150 |
| Grace P. Johnson Stadium Field Seating(Special Request) | Dick Christy | 3,000 |  |
| Grace P. Johnson Stadium Permanent Seats | Dick Christy | 2,500 |  |
| Grace P. Johnson Stadium Standing Room | Dick Christy | 1,500 |  |
| Intramurals Field Single Day Use Events | Justin Winans/Shawn Conboy |  | Per hour up to 5 hrs.-$75Full Day(8Hrs) $500 |
| Intramurals Field Multiple Day Use Events | Justin Winans/Shawn Conboy |  | Per Day $500 |
| JAC (Jones Athletic Complex) Main Gym | Dick Christy/TonyChavis | 3,000 | $500 |
| JAC Auxiliary Gym | Justin Winans/TonyChavis |  | Per hour up to 5 hrs.-$75Full Day(8Hrs) $500 |
| JAC Classroom 1166 | Dr. BryanWinters/Tony Chavis | 40 | $75 |
| JAC Classroom 1167 | Dr. BryanWinters/Tony Chavis | 40 | $75 |
| JAC Classroom 1168 | Dr. Bryan Winters/TonyChavis | 40 | $75 |
| JAC Classroom 1194 | Dr. Bryan Winters/TonyChavis | 40 | $75 |
| JAC Dance Room 1165 | Dr. Bryan Winters/TonyChavis | 15 | $75 |
| JAC Dobbs Enterprise Lobby | Dr. BryanWinters/Tony Chavis | 300 | $125 |

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| JAC Native Angels Homecare & HospiceBraves Club Room/Conference Room 1106 | Dick Christy | 40 | $75 |
| JAC Racquetball Court-Per Court | Justin Winans/Tony Chavis |  | Per hour up to 5 hrs.-$25Full Day(8Hrs) 200 |
| JAC Swimming Pool | Justin Winans/MichaelParnell/Tony Chavis |  | Per hour up to 5 hrs.-$125Full Day (8Hrs) $600Cost Includes Lifeguards |
| JAC Tennis Court | Justin Winans/Tony Chavis |  |  |
| Complex Daily Rate |  |  | Per hour up to 5 hrs.-$50Full Day(8Hrs) $350 |
| Per Court Rate |  |  | Per hour up to 5 hrs.-$25Full Day(8Hrs) $200 |
| Chavis Student Center, Cafeteria | Cassandra Lowery | 390 | TBD |
| Chavis Student Center, Chancellor's DiningRoom | Joshua Malcolm | 48 | TBD |
| Hawk’s Nest (Student Groups/Departments: $100.00 per hour, External Groups $125.00 per hour) (Please see link below for pricing) [Hawk's Nest Pricing](https://www.uncp.edu/campus-life/james-b-chavis-student-center/hawks-nest/hawks-nest-pricing) | David Carter |  | $125 |
| Chavis Student Center, Conference Room 213 | Kyle Smith/Penny Oxendine | 46 | $125 |
| Chavis Student Center, Conference Room 233 | Kyle Smith/PennyOxendine | 42 | $125 |
| Chavis Student Center, Conference Room 251 | Kyle Smith/Penny Oxendine | 45 | $125 |
| Chavis Student Center, Conference Room 208 | Kyle Smith/Penny Oxendine | 30 | $125 |
| Chavis Student Center, Faculty Lounge | Kyle Smith/PennyOxendine | 42 | $125 |
| Chavis Student Center, Mall | Kyle Smith/PennyOxendine |  | $150 |
| Chavis Student Center, Lawn(Please see link for additional fees)[Facilities Use Event Setup Fees](https://www.uncp.edu/sites/default/files/pr/files/Appendix.2_Facilities.Use_.Policy_2018-02-16_setupfees.pdf) | Kyle Smith/Penny Oxendine |  | $225 |
| Lumbee Sports Complex Field | Justin Winans/Shawn Conboy |  | Per hour up to 5 hrs.-$150Full Day (8Hrs) $1000 |
| Lumberton Radiological Association SoftballField | Dick Christy | 106 | $175 |
| Moore Hall Auditorium | Dr. Tim Altman/CindyCampbell | 204 |  |
| Per Performance |  |  | $125 |
| Per Rehearsal |  |  | $40 |
| Native American Resource Center | Becky Goins | 55 | None |
| Office for Regional Initiatives: (For cost of equipment, consult with facility manager) |
| Conference Room | Mary B. Locklear/ Asa Lowry | 10 | $50 |
| Board Room | Mary B. Locklear/ Asa Lowry | 26 | $75 |
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| **Facility** | **Facility Manager** | **Capacity**  | **Rental Fees** |
| James A. Thomas Hall, Event Room A & B | Winter Locklear-Brayboy  | 90 | $300.00 |
| James A. Thomas Hall, Upchurch Auditorium | Winter Locklear-Brayboy  | 300 | $700.00 |
| James A. Thomas Hall, Lobby/Rotunda | Winter Locklear-Brayboy  | 100 | $250.00 |
| James A. Thomas Hall, Conference Room 105 | Winter Locklear-Brayboy  | 14 | $125.00 |
| James A. Thomas Hall, Conference Room 250 | Winter Locklear-Brayboy  | 18 | $175.00 |
| James A. Thomas Hall, Conference Room 239 | Winter Locklear-Brayboy  | 12 | $125.00 |
| James A. Thomas Hall, Classroom 255 | Winter Locklear-Brayboy  | 46 | $75.00 |
| James A. Thomas Hall, Classroom 130  | Winter Locklear-Brayboy  | 66 | $75.00 |
| James A. Thomas Hall, Classroom 256 | Winter Locklear-Brayboy  | 42 | $75.00 |
| James A. Thomas Hall, Classroom 215 | Winter Locklear-Brayboy  | 42 | $75.00 |

\*\*\* Fees are for 8 hour rental. Fees for up to 4 hour rental would be at 1/2 of the listed prices above. Additional technology needs are not included in these prices.

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| Auditorium | Mary B. Locklear/ Asa Lowry | 126 theatre160 classroom | $150 |
| Auditorium A | Mary B. Locklear/Asa Lowry | 63 theatre80 classroom | $75 |
| Auditorium B | Mary B. Locklear/Asa Lowry | 63 theatre80 classroom | $75 |
| Paul R. Givens Performing Arts Center | James Bass | 1618 |  |
| Per Program (up to six hours per day) |  |  | $500 |
| Per Rehearsal (up to three hours per day) |  |  | $250 |
| Sammy Cox Baseball Field | Dick Christy | 250 | $175 |
| University Center Annex Assembly Room Banquet Style (Up to eight hours on one day, $75.00 each additional hour, see link for additional fees) [Facilities Use Event Setup Fees](https://www.uncp.edu/sites/default/files/pr/files/Appendix.2_Facilities.Use_.Policy_2018-02-16_setupfees.pdf) | Kyle Smith/Penny Oxendine | 240 | $799 |
| University Center Annex Assembly Room Theatre Style (Up to eight hours on one day, $75.00 each additional hour, see link for additional fees) [Facilities Use Event Setup Fees](https://www.uncp.edu/sites/default/files/pr/files/Appendix.2_Facilities.Use_.Policy_2018-02-16_setupfees.pdf) | Kyle Smith/Penny Oxendine | 440 | $799 |
| University Center AnnexConference Room 203 | Kyle Smith/PennyOxendine | 24 | $125 |
| University Center AnnexLawn (Up to three hours on one day, $75.00 each additional hour, see link for additional fees) [Facilities Use Event Setup Fees](https://www.uncp.edu/sites/default/files/pr/files/Appendix.2_Facilities.Use_.Policy_2018-02-16_setupfees.pdf) | Kyle Smith/PennyOxendine |  | $225 |
| Varsity Grounds Soccer Field | Dick Christy |  | $250 |
| Water Feature/Amphitheatre | Mark Vesely/Teresa Bryant |  | None; Setup fees will apply (see Appendix2) |
| **Notes:**Facility Managers reserve the right to decline rentals that can impact peripheral or adjacent events in facilities.**If no capacity is listed, the capacity will be determined by the set-up of the area or type of event sponsored. Fees are subject to change as needed by university personnel and will supersede the listed prices.****For facilities that don’t list a rental fee, the requestor must contact the facility manager. Additional fees for set-up, technical/building support, and cancellation may be required and other services will be charged at actual labor cost (examples include, but are not limited to: electrical support for sound systems, carpentry requirements, and housekeeping or grounds services during events).****Sound charges may vary by venue.** |
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