# 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.

|  |  |  |  |
| --- | --- | --- | --- |
| **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 |

|  |  |  |  |
| --- | --- | --- | --- |
| **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.-$75  Full Day(8Hrs) $500 |
| Intramurals Field Multiple Day Use Events | Justin Winans/Shawn Conboy |  | Per Day $500 |
| JAC (Jones Athletic Complex) Main Gym | Dick Christy/Tony  Chavis | 3,000 | $500 |
| JAC Auxiliary Gym | Justin Winans/Tony  Chavis |  | Per hour up to 5 hrs.-$75  Full Day(8Hrs) $500 |
| JAC Classroom 1166 | Dr. Bryan  Winters/Tony Chavis | 40 | $75 |
| JAC Classroom 1167 | Dr. Bryan  Winters/Tony Chavis | 40 | $75 |
| JAC Classroom 1168 | Dr. Bryan Winters/Tony  Chavis | 40 | $75 |
| JAC Classroom 1194 | Dr. Bryan Winters/Tony  Chavis | 40 | $75 |
| JAC Dance Room 1165 | Dr. Bryan Winters/Tony  Chavis | 15 | $75 |
| JAC Dobbs Enterprise Lobby | Dr. Bryan  Winters/Tony Chavis | 300 | $125 |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| JAC Native Angels Homecare & Hospice  Braves Club Room/Conference Room 1106 | | Dick Christy | | 40 | $75 | |
| JAC Racquetball Court-Per Court | | Justin Winans/Tony Chavis | |  | Per hour up to 5 hrs.-$25  Full Day(8Hrs) 200 | |
| JAC Swimming Pool | | Justin Winans/Michael  Parnell/Tony Chavis | |  | Per hour up to 5 hrs.-$125  Full Day (8Hrs) $600  Cost Includes Lifeguards | |
| JAC Tennis Court | | Justin Winans/Tony Chavis | |  |  | |
| Complex Daily Rate | |  | |  | Per hour up to 5 hrs.-$50  Full Day(8Hrs) $350 | |
| Per Court Rate | |  | |  | Per hour up to 5 hrs.-$25  Full Day(8Hrs) $200 | |
| Chavis Student Center, Cafeteria | | Cassandra Lowery | | 390 | TBD | |
| Chavis Student Center, Chancellor's Dining  Room | | 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/Penny  Oxendine | | 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/Penny  Oxendine | | 42 | $125 | |
| Chavis Student Center, Mall | | Kyle Smith/Penny  Oxendine | |  | $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.-$150  Full Day (8Hrs) $1000 | |
| Lumberton Radiological Association Softball  Field | | Dick Christy | | 106 | $175 | |
| Moore Hall Auditorium | | Dr. Tim Altman/Cindy  Campbell | | 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 | |
|  | |  | |  | | |  |
| **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.

|  |  |  |  |
| --- | --- | --- | --- |
| Auditorium | Mary B. Locklear/ Asa Lowry | 126 theatre  160 classroom | $150 |
| Auditorium A | Mary B. Locklear/  Asa Lowry | 63 theatre  80 classroom | $75 |
| Auditorium B | Mary B. Locklear/  Asa Lowry | 63 theatre  80 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 Annex  Conference Room 203 | Kyle Smith/Penny  Oxendine | 24 | $125 |
| University Center Annex  Lawn (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/Penny  Oxendine |  | $225 |
| Varsity Grounds Soccer Field | Dick Christy |  | $250 |
| Water Feature/Amphitheatre | Mark Vesely/Teresa Bryant |  | None; Setup fees will apply (see Appendix  2) |
| **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.** | | | |
|  | | | |