



TEXAS TECH UNIVERSITY HEALTH SCIENCES CENTER EL PASO
 Operating Policy and Procedure

Title: TTUHSC El Paso Event Service Fees	Policy Number: 75.32 Addendum C
Regulation: Reference:	Effective Date: 4 / 2009 March 2018

Physical Plant Event Services \$20.00 per hour, per employee, during working hrs.

Physical Plant Event Services \$30.00 per hour, per employee, overtime hrs.

Contact Facilities Operations and Maintenance at 215-4500

Texas Tech Police \$50.00 per hour per Officer

Texas Tech Guard \$30.00 per hour per Guard

Contact TT-Police at 215-7120
 (Police will determine proper staffing needed for event)

MEDIA EQUIPMENT EVENT REQUEST

Please submit overtime form. See form enclosed.

For additional information call Joe Mancha 215-4080

Room Capacity

Only seating capacity is allowed -- NO extra chairs are allowed to be setup.

AEC Auditorium A	122
AEC Auditorium B	116
CSB Room A3500	101
MEB Room 1100	115
MEB Room 1200	115
MEB Room 1110	60
MEB Room 1150	60