

**ECONOMIC DEVELOPMENT DEPARTMENT
SMALL BUSINESS INFORMATION CENTER
USER FEE AND SPONSORSHIP SCHEDULE**

A. WORKSHOP USER FEE	TARGET RECOVERY RATE UP TO:	2003 FEE
Workshops/classes ¹	50% of total expenses	\$5 per class hour per attendee
B. CONFERENCE ROOM & TRAINING ROOM USER FEE		
Conference Room Rental	1% of annual rent	\$15 per hour
Training Room Rental	1% of annual rent	\$20 per hour
C. SPONSORSHIP		
Calendars ²	35% of printing cost	\$500 per sponsor per printing
Checklists ²	50% of printing cost	\$500 per sponsor per printing

¹ Does not include cost of materials (books, copies, paper) which may be charged separately.

² See attached Calendar and Checklist for examples.