College facilities are primarily for educational purposes and for the benefit of the students. It is the policy of the Technical College of the Lowcountry to work with all businesses, industries, and other organizations in the College’s service area which are concerned with the promotion of local educational opportunities. However, it is not the policy to allow long-term use of its facilities by religious or social organizations unless there is an emergency and only if in doing so the normal functions of the College are not interrupted. Use of the facilities by businesses, industries, professional organizations, or individuals is permitted on a space-availability basis in accordance with the following stipulations:

1. The administrative process for facilities use, TCL Procedure 5-1-501.2, must be followed.

2. A variable fee schedule as defined in TCL Procedure 5-1-502.3 is applicable for use of rooms and equipment.

3. The rental fee schedule as defined in TCL Procedure 5-1-502.3 is applicable to all facilities use unless specifically exempted.
4. Non-profit organizations (federal, state, local agencies, and charitable groups) that support the mission of the College will be exempted the rental fees for use of rooms as defined in TCL Procedure 5-1-502.3 during the operating hours of the College, Monday through Saturday.

5. TCL Security must be on duty during the time of all events on campus. All organizations whether profit or non-profit will be charged the current hourly security rate charge if events require special security schedules. The Security must be scheduled by College personnel.

6. Use of the College facilities for any form of illegal activity, private teaching involving personal payments, political or religious meetings not sponsored by campus organizations of the College and/or any organization which believes in or teaches directly or indirectly the overthrow of the federal government or the government of the State of South Carolina is strictly prohibited.

7. The group or individual using the facilities must agree in advance to pay for or to restore to original condition any property or equipment lost or damaged through excessive abuse or through carelessness. The Vice President for Administrative Services shall be the judge of excessive abuse and carelessness with regard to college property.

8. The College shall reserve the right to refuse and/or cancel an agreement with an outside group, agency, organization, or individual at any time when it is determined that the use by the agency, group, organization, or individual is not in the best interest of the College. Determination for the refusal or cancellation of an agreement will be at the discretion of the Chairman of the Technical College of the Lowcountry Commission and/or College President.