

University Facility Information

Available to Student Organizations

University Departments only

Available to both Student Orgs & Departments

Arboretum..... Morgan Paixao 568-3194
 Information and Request form located on the Arboretum [website](#)

Athletic Facilities and Fields Athletic Facilities 568-8810
 Athletics Facility Request [form](#) **& Events Office** Fax 568-3421

**Classrooms (Burruss, Duke, Godwin, Harrison, Jackson, Keezell
 Maury, Miller, Memorial, Moody, Roop) Laura Lear 568-7005**

Classrooms (EnGeo, ISAT) Matthew Hunsberger 568-4660

Classrooms (Showker) Kristen Herring 568-3252

Classrooms (west campus, see note below) Madison Union 568-6330
Showker: Closed at 5pm on Friday, all day Sat-Sun

*Godwin	336	25	♦Roop	G10	32
	337	33		G26	27
	338	89		129	36
	341	44		327	28
	344	89			
			*Showker	G1	34
♦Keezell	G1	36		G2	32
	G2	36		G3	31
	G3	34		G4	29
	G8	40		G5	144
	G9	34		G6	72
	105	40		G7	56
	107	30		101	34
	303	39		102	32
	307	20		103	31
	310	30		104	29
				105	144
♦Maury	G1	40		106	72
	G2	40		107	56
	G5	25		108	35
	101	42		201	40
	201	43		202	49
	204	35		203	49
	205	35		204	49
				243	20
♦Miller	1101	181			

♦For **Godwin, Keezell, Maury, Miller and Roop** classrooms – a member of the student organization must pick up a key from Madison Union Event Services prior to the meeting. The student will be required to leave his/her JAC card. Immediately following the organization’s meeting, the key must be returned.

Classrooms (east campus, see note below).....Festival 568-1716

Weekend hours: closed at 5pm on Friday, Sat 1pm-5pm, Sun 1pm-11pm

*All rooms have standard AV equipment which includes Overhead, Computer/Projection, TV/VCR

◆EnGeo	1202	36	◆ISAT/CS	136	90
	1204	50		148	48
	1207	30		150	40
	1208	40		159*	170
	1209	55		236	40
	1210	60		243	36
	1301	126		348	36
	1302	160		350	48
	2202	32			
	2204	48			
	2207	25			
	2208	40			
	2210	60			
	2301	322			

◆For **EnGeo and ISAT/CS** classrooms – a member of the student organization must pick up a key from the Festival Building Manager in FEST 2010 prior to the meeting. The student will be required to leave his/her JAC card. Immediately following the organization’s meeting, the key must be returned.

* This room is not available to student organizations

Festival Conference and Student Center.....Shaena Rogers 568-8932

Facility set-up information Bob Davis

568-1715

Building Hours: M-F 8am-12am, Sat 8am-12am, Sun 9am-12am

Fax 568-2599

	<u>Banquet</u>	<u>Boardroom</u>	<u>Classroom</u>	<u>Theater</u>
Allegheny Room	40	24	40	80
Grand Ballroom	480		416	1000
Ballroom A	184		160	400
Ballroom B/C	184		224	400
Ballroom B	112	48	120	275
Ballroom C	72	40	96	220
Highlands Room	160	40	144	300
Conference Room 1*		10		
Conference Room 2*	24	16	21	39
Conference Room 3*	24	16	21	39
Conference Room 4	16	16	21	50
Conference Room 5		14		
Conference Room 7	88		68	168

Patio Tables (1-6) – outdoor tables behind Festival

Amphitheatre – open outside area with stadium style seating - Capacity 120

Festival Lawn – grassy outside area behind Festival

Drum (1st and 2nd floor) – available after 9pm

Lisanby Gallery – lower level beside the Drum, contact Wren Stevens (568-5577) or Melanie Brimhall (568-2661)

**Not available for student organizations*

Grafton Stovall Theatre (capacity – 555)..... Madison Union 568-6330

Facility set-up information Madison Union Event Services 568-5555

Hall of Presidents – DHall..... Chloe Sikhrangkur 568-6637

Food & Beverage Minimums based on time of event.

More information coming soon.

Health and Behavioral Studies..... Jessica Shifflett 568-2760

G010	165	2095	48
G040	165	2099	60
G045	61	3032	48
G050	61	3034	30
1001	48	3043	12
1003	60	3041	65
1051	65	4041	65
1085	12	4043	25
1090	48		

Hillside Field Madison Union 568-6330

Ice House Parker Mercer 568-4253

104	36	classroom
107	16	conference
117	80	classroom

Madison Union..... Madison Union 568-6330

Facility set-up information.....Madison Union Event Services 568-5555

Building Hours: M-W 8am-11pm, Th-F 8am-12am, Sat 9am-12am, Sun 10am-11pm (all rooms mediated except MU307)

Configurable Rooms:

<u>Room #</u>	<u>Banquet</u>	<u>Classroom</u>	<u>Double U</u>	<u>Theater</u>
MU 206		27	34	56
MU 256	136	108		180
MU 306	60	48	48	112
MU 404	60	48	48	112
MU 405	72	48		120
MU Ballroom	216	256		380

Fixed Rooms:

<u>Room #</u>	<u>Boardroom</u>	<u>Classroom</u>	<u>Theater</u>
MU 203		27	
MU 302			60
MU 303	14		
MU 304		36	
MU 305			60
MU 307	12		
MU 309			36
MU 311	14		
MU 400			60
MU 402			60

Patio: 3 spaces (10x10) available outside

Info / Sales: 2 spaces (10x10) available inside

Memorial Hall Auditorium (M-F 8am-5pm)..... Rachel Bishop 568-

Memorial Hall Classrooms..... Laura Lear 568-7005

7355	40	tables / chairs	7370	48	tables / chairs
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Memorial Hall Auditorium (M-F after 5pm, Weekends) Madison Union 568-6330
 Facility set-up information.....Madison Union Event Services 568-5555
 Auditorium 1045 auditorium comp/data proj, screen, DVD/VCR, podium, 2 wired mics, 2 wireless mics,
 2 8ft tables, document camera
Classrooms 6110 111 tables / chairs
7355 40 tables / chairs
7370 48 tables / chairs

♦For **Memorial** classrooms – a member of the student organization must pick up a key from Madison Union Event Services prior to the meeting. The student will be required to leave his/her JAC card. Immediately following the organization’s meeting, the key must be returned.

Montpelier Room – EHall..... Chloe Sikhrangkur 568-6637

Food & Beverage Minimums based on time of event.
 Room Fees (waived if paid by JMU Budget Code) to include \$240 for all day event and \$120 for half day event.
 Banquet 80 Reception 100

Student Success Center Urs von Rotz 568-7743

Facility set-up information.....Student Success Center Operations 568-7747
Building Hours: M-Th 7am-11pm, F 7am-9pm, Sat 9am-9pm, Sun 9am-11pm

Configurable Rooms:

Room #	Circle	Classroom	Hollow Square	Pods of 4 / 6	U-Shape / Double U Shape	Theater
SSC 1075	40	70	42	56 / 54	32 / 52	72
SSC 3202	30	30	26	24 / 30	20	33
SSC 4042	22	22	22	20 / 18	16	22
SSC 4043	38	44	34	40 / 42	24	48
SSC 4044	60	94	64	92 / 90	40 / 68	94
SSC 4046	40	38	40	36 / 42	30	45
SSC 4047	24	22	20	20 / 18	18	24
SSC 4049	23	20	18	20 / 18	16	23

Fixed Rooms:

Room #	Boardroom	Circle	Group Technology Stations
SSC 3200	12		
SSC 4040		16	
SSC 4041			22
SSC 4045			42

TDU Madison Union 568-6330

Facility set-up information.....Madison Union Event Services 568-5555
Building Hours: M-W 8am-11pm, Th-F 8am-12am, Sat 12pm-12am, Sun 12pm-11pm

Stage area –“As is” Setup.....140 Performances open to the public free of charge, Mon-Fri after 7pm, Sat-Sun after 2pm
 Private events, Sat and Sun after 2pm
 TDU Billiards & Games (6 pool tables, 1 ping pong table, 1 foosball).....available at any time - no charge

TDU Patio..... Madison Union 568-6330

Transportation..... Madison Union 568-6330

UPark & URec..... Lorie Miller 568-8718
 Fax 568-7801

Warner Commons Madison Union 568-6330

Wilson Auditorium..... Madison Union 568-6330