# The CLCE Collaboratory

# MSC 3308 | Third Floor







# **Room Features**

Carpeted

### **Audio/Visual Features**

TV with HDMI connections

# **Room Availability Restrictions**

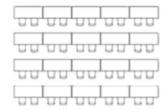
- Available for reservations on Tuesday, Thursday & Friday beginning at 5:30pm.
- Available for reservation on Saturday & Sunday all day, during regular business hours.
- Only Student Organizations are able to reserve this space.

### **Room Reservation Restrictions**

- Room is considered a Social Room and must be reserved three weeks in advance.
- Reservations in this space require an Event Review to take place with your Event Planner at least two weeks
  prior to your event.

# **Staffing Requirements**

- Two (2) Event Staff are required when reserving this space. The hours of the Event Staff vary based on reservation times and have a 3-hour minimum. You can find pricing for Event Staff by <u>clicking here</u>.
- If additional sound and light equipment is needed, an AV Sound Technician will be required. Reach out to your Event Planner for more information.



# **Capacities by Setup Type**

Classroom: 50 People

This room setup cannot be altered to accommodate other types of setups.

Maximum capacities reflected above may not be possible depending on your event needs. Talk with a representative for the most accurate information.



