

BUILDING & EVENT HOURS

BUILDING HOURS

Mon - Thu 7am to 1am | Fri - Sun 7am to 11pm

EVENT HOURS

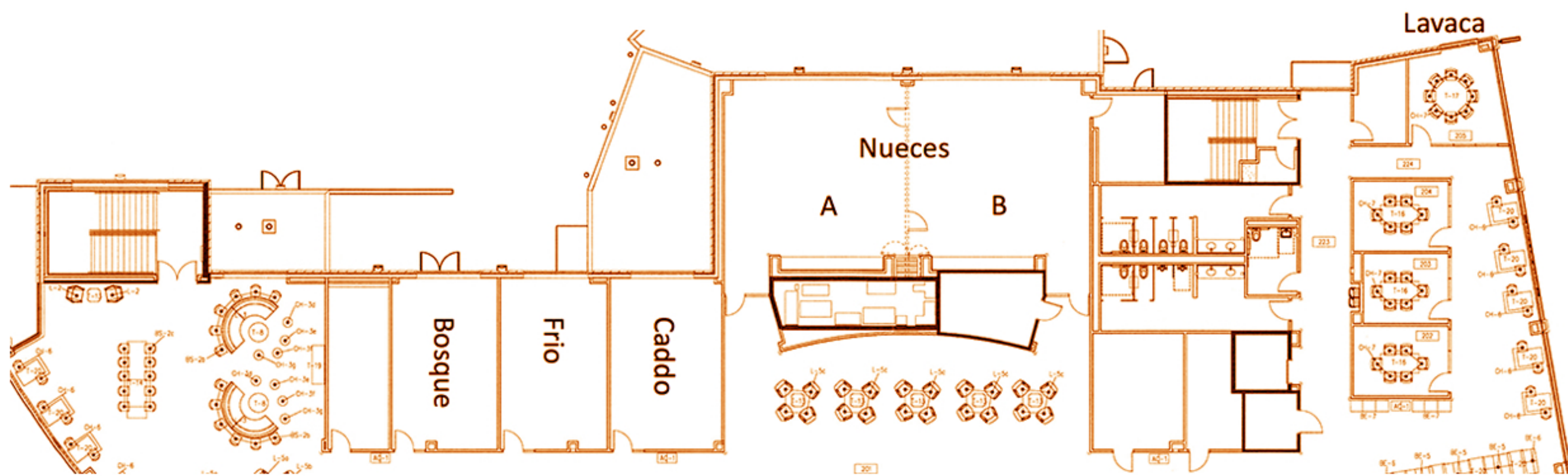
Sun - Thu 7am to 10pm | Fri - Sat 7am to 11pm

PROGRAMMABLE SPACES AVAILABLE FOR EVENT PURPOSES

NEUCES A & B
BOSQUE, FRIO, & CADDO
ROOMS 202, 203, & 204
LAVACA

2 BIG ROOMS (CAN BE DIVIDED—FOLLOW STANDARD UC RESERVATION PROTOCOLS)
3 PRESET CLASSROOMS (CAN ONLY RESERVE FOR 2-HOUR BLOCKS)
3 STUDY ROOMS (MONDAYS ONLY; 2-HOUR BLOCKS)
CONFERENCE ROOM (FOLLOW STANDARD UC RESERVATION PROTOCOLS)

*PLEASE NOTE THAT ALL ROOMS ARE LOCATED UPSTAIRS



RESERVATION GUIDELINES

Must get confirmation from the **Conference Coordinator** in the **University & Student Center Operations Office**

OFFICE HOURS 8AM TO 5PM, MON – FRI (LOCATED IN THE LOWER LEVEL OF THE UC) | **PHONE** 817-272-2929 | **EMAIL** UCREQUEST@UTA.EDU

HOW TO SUBMIT REQUESTS

Campus Event Information Sheet for RSOs or a Departmental Request Form found at www.uta.edu/ucenter

*SUBMIT **AT LEAST 5 DAYS PRIOR** TO THE EVENT DATE & PROVIDE ALL THE PERTINENT DETAILS **AT LEAST 3 DAYS PRIOR** TO EVENT

WHEN CAN I MAKE A RESERVATION?

JUNE 1

SELECT ROOMS WILL BE AVAILABLE TO
THE REGISTERED STUDENT ORGANIZATION

JUNE 15

UNIVERSITY DEPARTMENTS
CAN SIGN UP

OPENS TO THE PUBLIC ON AUGUST 20!