**Great Hall**

- Has 4 heavy chrome tables for food and soft furniture.

**Facilities Available:**
- Locked in 6th floor Mechanical Room/Storage:
  - 22 Round tables
  - 11-8’ Banquet tables
  - 1-6’ Banquet table
  - 6 exam tables
  - 200 Maxx Stacker, upholstered chairs
  - 6 bandboxes
  - 1 podium
  - 2 serps
  - 34+ bulletin boards
  - 2 easels w/pads
  - 2 telephones on wall in Great Hall

** Facilities needs to be involved with set up.**

- 4 chrome tables permanent in G.H.

**Extras and Concerns:**
- Enter at loading dock on North end 1st floor of building. Come down long corridor on 1st floor to red elevators. Go to second floor-door opens in Great Hall. People should be using the freight elevator (Aqua) for moving all objects (furniture, bulletin boards, carts, etc.) that are not loaded with food. The passenger elevators (red) should only be used for people and food.

**Suggestion:** Once you’re in the kitchen-unlock doors from inside so you don’t lock yourself out.

**Kichen Servery doors**
- Key-N. door 4DG-29
- Key-S. door 5A20EA-4

**Elevator for animal or equipment transport**

**North**

**Great Hall**

- Has 4 heavy chrome tables for food and soft furniture.

**Discovery Court**

- Short stonewalls for seating

**Elevators**

- for people and food
- for moving equipment

**Power/Media:**

- Lights on energy Management system. Not many outlets in Great Hall
- Light switches for kitchen servery

**Kitchen/Custodomial:**

- Kitchen Servery behind stairs
  - Has 5-6’ rolling tables
  - Two entrances to servery. Sink with running water. Limited refrigeration.
  - Ice machine, 4DG key needed for kitchen door

**Custodial Closet - Key 4AM-1**

**Academic Building**

- Open hours 5:00am-Midnight
- Card Access to Loading dock always

**McCardell Bicentennial Hall**

- 2nd Floor

**Facilities Available:**

- Locked in 6th floor Mechanical Room/Storage:
  - 22 Round tables
  - 11-8’ Banquet tables
  - 1-6’ Banquet table
  - 6 exam tables
  - 200 Maxx Stacker, upholstered chairs
  - 6 bandboxes
  - 1 podium
  - 2 serps
  - 34+ bulletin boards
  - 2 easels w/pads
  - 2 telephones on wall in Great Hall

- Facilities needs to be involved with set up.

- 4 chrome tables permanent in G.H.