

Presidents Hall Event Packages



	University Meeting Package	University Reception Package	Private Meeting Package	Private Reception Package
	Meeting for University Clients	Reception for University Clients	Meeting for non-University Clients	Reception for non-University Clients
Number of guests	Up to 50	Up to 320	Up to 50	Up to 320
Rental period	Rental of Presidents Hall for 24 Hours	Rental of Presidents Hall for 24 Hours	Rental of Presidents Hall for 24 Hours	Rental of Presidents Hall for 24 Hours
Event length	Five hours	Five hours	Five hours	Five hours
Equipment	5 - 72" Round Tables Service tables 8 gathering tables 50 armed event chairs Lounge furniture Linens for service tables Projection equipment** In-house audio equipment**	32 - 72" Round Tables Service tables 8 gathering tables 320 armed event chairs Lounge Furniture 2 Bar Tops Linens for service tables Projection equipment** In-house audio equipment**	5 - 72" Round Tables Service tables 8 gathering tables 50 armed event chairs Lounge Furniture Linens for service tables Projection equipment** In-house audio equipment**	32 - 72" Round Tables Service tables 8 gathering tables 320 armed event chairs Lounge Furniture 2 Bar Tops Linens for service tables Dance Floor Projection equipment** In-house audio equipment**
Staff	1 Consultation with event coordinator Guest Services Manager Custodial Services Accessibility assistance (if needed) Vendor Coordination	1 Consultation with event coordinator Guest Services Manager Doorman Coat Check Custodial Services Accessibility assistance (if needed) Vendor coordination	1 Consultation with event coordinator Guest Services Manager Custodial Services Accessibility assistance (if needed) Vendor Coordination	1 Consultation with event coordinator Guest Services Manager Doorman Coat Check Custodial Services Accessibility assistance (if needed) Vendor coordination
Additional Features	Recommendations of preferred vendors	Recommendations of preferred vendors	Recommendations of preferred vendors	Recommendations of preferred vendors
Price*	\$1,100	\$3,100	\$2,100	\$4,100
Additional with ceremony	N/A	N/A	N/A	\$350 (includes ceremony coordination)
Additional 1/2 hours	\$40	\$85	\$40	\$85

*Additional charges may apply, based on needs. Also, an "a la carte" rate schedule is available if the above packages do not suit your needs.

**Audio/Visual equipment requires the use of an IATSE stagehand. This labor charge is not included in the above pricing.

***An event is classified as a University event if the client uses an IU or IU Foundation account number for the deposit and final payment. A Private event is paid for using other accepted forms of payment (check, cash, credit card).