

STUDENT UNION BALLROOM



PRICING DETAILS

Rental Fee:
\$75/hour

**Use of Projector, Screen,
Podium Microphone, and
Computer:**

See prices online:

<https://www.udmercy.edu/about/its/av/events.php>

**On-site Audio Visual
Student Attendant:**
\$15/hour

Parking:
Included in rental fee

**Catering, Set-up costs, and
Linens:**
Dependent on needs

Additional fees, including Public Safety and Housekeeping, may apply. Please request a formal quote for more details!

CAPACITY DETAILS

Size (SQFT):
752

Capacity:
Theatre Style; 467
336 Banquet Rounds
(8 people, 42 tables);
71 Fair Style Tables.

University of Detroit Mercy University Services

4001 W. McNichols Rd.
Detroit, MI 48221

Phone: (313) 993-1488

universityservices@udmercy.edu

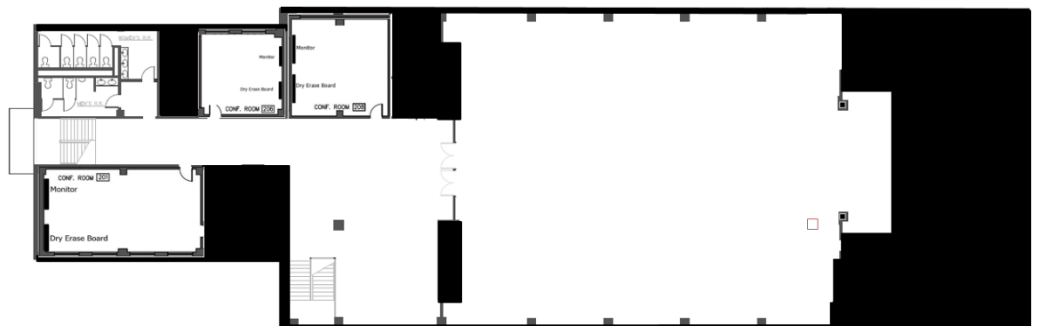
www.udmercy.edu/hostevent



VENUE FEATURES:

- Renovated room overlooking Detroit Mercy Residence Halls
- Large, enclosed space
- Large lobby connected to Ballroom entrance
- Easy access to break out rooms, (additional fee)
- Built-in speaker/sound system (additional fee)
- Rear-projecting projector with hidden screen (additional fee)
- Computer and microphone available with podium (additional fee)
- Smart podium available with magnetic logo capabilities
- Multiple light variations
- Sun-block shades on all windows
- Electrical outlets available in floor
- Easy access to Men's and Women's restrooms
- Located near freight elevator for convenient event supply drop-offs
- Passenger elevator located in lobby
- Quick access to Dining Services facilities
- Building near Visitor Parking Lot

VENUE LAYOUT:



RULES OF THE BALLROOM

1. Please note this room is called the Ballroom, located in the Student Union (it is NOT the President's Ballroom)
2. Room should be used for external, University, and employee events; student organizations are not permitted to reserve the Ballroom
3. Room should be left clean and in the condition in which it was found
— In the rare situation that Metz is not contracted, trash must be brought to the Student Union dumpster by the event group
4. Rowdy, boisterous, or inappropriate behavior is NOT allowed in the Ballroom
5. Open flame, confetti, and glitter are NOT allowed in the building
6. Deliveries from vendors can be coordinated with Metz; the freight elevator behind the Ballroom must be used to bring up equipment
7. To request this room please visit www.udmercy.edu/hostevent