

Event Management Room Capacities Chart

Revised 1/19/10

Layout Descriptions

- **Clear room:** Room is set with no furniture.
- **Row Style:** Room is set with chairs side by side facing front of room.
- **Round Table Style:** Room is set with 72" round tables. Each table can accommodate between 8 & 10 chairs
- **Classroom Style:** This set up is intended to provide a writing surface for guests. In most cases 6 ft rectangle tables provide the writing surface for 3 people. All seating faces front of room.
- **Conference Style:** Existing table or a combination of tables is used to form a solid conference table.
- **Hollow Square Conference Style:** Room set with tables to provide an open center complete square/rectangle shape conference table with chairs around the perimeter.

For every additional two 6ft tables, remove the following from Max Capacity

8 People from a Clear Room
8 Seats from a Row Style Setup
1 Round Table and 10 Seats from a Round Table Setup

For each additional 6x8 stage section, remove the following from Max Capacity:

13 People from a Clear Room
13 Seats from a Row Style Setup
2 Round Tables and 20 Seats from a Round Table Setup
3 6 ft Tables/9 Seats from a Classroom Style or Hollow Square Style Setup

ROOM	AREA	CLEAR ROOM MAX CAPACITY	ROW STYLE MAX CAPACITY	ROUND TABLES MAX CAPACITY	CLASSROOM STYLE MAX CAPACITY	CONFERENCE STYLE MAX CAPACITY	HOLLOW SQUARE MAX CAPACITY
	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
ADAMS							
011	-	37	n/a	n/a	37	n/a	n/a
200 (Blackbox)		40	n/a	n/a	40	n/a	n/a
201C	-	40	n/a	n/a	40	n/a	n/a
207A	-	45	n/a	n/a	45	n/a	n/a
208	-	40	n/a	n/a	40	n/a	n/a
AXINN LIBRARY							
East Library Wing 246	2285	150	150	12/120	32/94	n/a	22/70
Lowenfeld Conference Center (10th Floor)	2947	182	147	11/110	28/82	n/a	24/76
Leo A. Guthart Theater (Cultural Center)	1949+ 644	132 + Stage	132 + stage	n/a	132 + stage	n/a	n/a
Unispan Hallway (Atrium)	1250	n/a	n/a	n/a	3/6	n/a	n/a
231 (Student PC's)	-	20	n/a	n/a	20	n/a	n/a
245 (Student PC's)	-	30	n/a	n/a	30	n/a	n/a
BARNARD							
101	-	42	n/a	n/a	42	n/a	n/a
102 (Sink)	-	52	n/a	n/a	52	n/a	n/a
201	-	50	n/a	n/a	50	n/a	n/a
BRESLIN							
012	-	42	n/a	n/a	42	n/a	n/a
013	-	38	n/a	n/a	38	n/a	n/a
014	-	38	n/a	n/a	38	n/a	n/a
015	-	38	n/a	n/a	38	n/a	n/a
016	-	15	n/a	n/a	15	n/a	n/a
018	-	37	n/a	n/a	37	n/a	n/a
019	-	35	n/a	n/a	35	n/a	n/a
020	-	35	n/a	n/a	35	n/a	n/a
025	-	35	n/a	n/a	35	n/a	n/a
026	-	37	n/a	n/a	37	n/a	n/a
028	-	44	n/a	n/a	44	n/a	n/a
029	-	42	n/a	n/a	42	n/a	n/a

ROOM	AREA	CLEAR ROOM MAX CAPACITY	ROW STYLE MAX CAPACITY	ROUND TABLES MAX CAPACITY	CLASSROOM STYLE MAX CAPACITY	CONFERENCE STYLE MAX CAPACITY	HOLLOW SQUARE MAX CAPACITY
BRESLIN (CONT'D)	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
100	-	84	n/a	n/a	84	n/a	n/a
103	-	84	n/a	n/a	84	n/a	n/a
105	-	99	n/a	n/a	99	n/a	n/a
106	-	99	n/a	n/a	99	n/a	n/a
111	-	68	n/a	n/a	68	n/a	n/a
112	-	68	n/a	n/a	68	n/a	n/a
200	-	24	n/a	n/a	24	n/a	n/a
202	-	20	n/a	n/a	20	n/a	n/a
203	-	40	n/a	n/a	40	n/a	n/a
206	-	22	n/a	n/a	22	n/a	n/a
208	-	28	n/a	n/a	28	n/a	n/a
209	-	85	n/a	n/a	85	n/a	n/a
211 (School of Comm. Priority)	-	85	n/a	n/a	85	n/a	n/a
216	-	68	n/a	n/a	68	n/a	n/a
217	-	68	n/a	n/a	68	n/a	n/a
BROWER	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
101	-	41	n/a	n/a	41	n/a	n/a
102	-	24	n/a	n/a	24	n/a	n/a
103	-	18	n/a	n/a	18	n/a	n/a
104	-	18	n/a	n/a	18	n/a	n/a
106	-	47	n/a	n/a	47	n/a	n/a
201	-	41	n/a	n/a	41	n/a	n/a
202	-	45	n/a	n/a	45	n/a	n/a
203	-	45	n/a	n/a	45	n/a	n/a
204	-	41	n/a	n/a	41	n/a	n/a
CALKINS	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Calkins Hall Room 139 Dance Studio	1239	-	n/a	n/a	n/a	n/a	n/a
205 (Computers) (Language Course Priority)	-	18	n/a	n/a	18	n/a	n/a
306	-	23	n/a	n/a	23	n/a	n/a
332	-	40	n/a	n/a	40	n/a	n/a
DAVISON	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
011	-	35	n/a	n/a	35	n/a	n/a
014	-	35	n/a	n/a	35	n/a	n/a
015	-	35	n/a	n/a	35	n/a	n/a
016	-	25	n/a	n/a	25	n/a	n/a
017 (Sink)	-	33	n/a	n/a	33	n/a	n/a
018	-	40	n/a	n/a	40	n/a	n/a
020	-	30	n/a	n/a	30	n/a	n/a
101	-	40	n/a	n/a	40	n/a	n/a
102 (Sink)	-	35	n/a	n/a	35	n/a	n/a
104	-	35	n/a	n/a	35	n/a	n/a
DEMPSTER	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Dempster Hall Room 209 Dance Studio	2336	159	n/a	n/a	n/a	n/a	n/a
GALLON WING	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
013	-	20	n/a	n/a	20	n/a	n/a
014	-	20	n/a	n/a	20	n/a	n/a
016	-	24	n/a	n/a	24	n/a	n/a

ROOM	AREA	CLEAR ROOM MAX CAPACITY	ROW STYLE MAX CAPACITY	ROUND TABLES MAX CAPACITY	CLASSROOM STYLE MAX CAPACITY	CONFERENCE STYLE MAX CAPACITY	HOLLOW SQUARE MAX CAPACITY
GALLON WING (CONT'D)	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
017	-	30	n/a	n/a	30	n/a	n/a
018	-	30	n/a	n/a	30	n/a	n/a
134 (Blackbox)	-	35	n/a	n/a	35	n/a	n/a
135 (Blackbox)	-	40	n/a	n/a	40	n/a	n/a
240	-	65	n/a	n/a	65	n/a	n/a
242 (Blackbox)	-	40	n/a	n/a	40	n/a	n/a
GITTLESON	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
108	-	25	n/a	n/a	25	n/a	n/a
HAGEDORN HALL	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Hagedorn Lobby	1407	n/a	64	4/40	n/a	n/a	n/a
003	-	28	n/a	n/a	28	n/a	n/a
005	-	30	n/a	n/a	30	n/a	n/a
006	-	30	n/a	n/a	30	n/a	n/a
007	-	30	n/a	n/a	30	n/a	n/a
033 (Art Lab)	-	24	n/a	n/a	24	n/a	n/a
036 (Science Lab)	-	24	n/a	n/a	24	n/a	n/a
037	-	18	n/a	n/a	18	n/a	n/a
040	-	18	n/a	n/a	18	n/a	n/a
041	-	18	n/a	n/a	18	n/a	n/a
101	-	24	n/a	n/a	24	n/a	n/a
158 (Art Lab)	-	24	n/a	n/a	24	n/a	n/a
284	-	28	n/a	n/a	28	n/a	n/a
285	-	28	n/a	n/a	28	n/a	n/a
HAUSER	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
109	-	129	n/a	n/a	129	n/a	n/a
HBERLINER	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
031	-	40	n/a	n/a	40	n/a	n/a
114	-	45	n/a	n/a	45	n/a	n/a
117	-	120	n/a	n/a	120	n/a	n/a
HDOME	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
201	-	30	n/a	n/a	30	n/a	n/a
202 (Swipe Access)	-	20	n/a	n/a	20	n/a	n/a
203	-	38	n/a	n/a	38	n/a	n/a
204	-	33	n/a	n/a	33	n/a	n/a
207	-	25	n/a	n/a	25	n/a	n/a
210	-	35	n/a	n/a	35	n/a	n/a
HEGER	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
100	-	56	n/a	n/a	56	n/a	n/a
101	-	38	n/a	n/a	38	n/a	n/a
HOFSTRA USA	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Lion's Den	2600	128	128	10/100	n/a	n/a	n/a
Hofstra U.S.A.	4429	350	330	26/208	n/a	n/a	n/a
Kate & Willy's	1681	140	75	5/50	n/a	n/a	n/a
Gazebo (outdoor)	3242.7	n/a	274	14/140	n/a	n/a	n/a
Plaza (outdoor)	3662	n/a	n/a	-	n/a	n/a	n/a

ROOM	AREA	CLEAR ROOM MAX CAPACITY	ROW STYLE MAX CAPACITY	ROUND TABLES MAX CAPACITY	CLASSROOM STYLE MAX CAPACITY	CONFERENCE STYLE MAX CAPACITY	HOLLOW SQUARE MAX CAPACITY
LOWE	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Low Hall Room 106 Dance Studio	1239	-	n/a	n/a	n/a	n/a	n/a
Low Hall Room 108 Dance Studio	1750	-	165	n/a	n/a	n/a	n/a
201	-	16	n/a	n/a	16	n/a	n/a
203	-	19	n/a	n/a	19	n/a	n/a
211	-	18	n/a	n/a	18	n/a	n/a
MASON	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
020 (Blackbox)	-	22	n/a	n/a	22	n/a	n/a
022 (Blackbox)	-	15	n/a	n/a	15	n/a	n/a
McEWEN	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
216 (Student PC's)	-	22	n/a	n/a	22	n/a	n/a
MEMORIAL	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Bits n Bytes Cafe	6280	381	n/a	n/a	n/a	n/a	n/a
010A	-	50	n/a	n/a	50	n/a	n/a
010B	-	35	n/a	n/a	35	n/a	n/a
MONROE	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
119 (Blackbox)	-	35	n/a	n/a	35	n/a	n/a
134 (MUSIC Priority)	-	12	n/a	n/a	12	n/a	n/a
Theater Room 142	3848	385	377 + 4 Wheelchairs	n/a	377 + 4 Wheelchairs	n/a	n/a
202	-	52	n/a	n/a	52	n/a	n/a
213 (Blackbox)	-	52	n/a	n/a	52	n/a	n/a
NAB	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
010	-	100	n/a	n/a	100	n/a	n/a
020	-	40	n/a	n/a	40	n/a	n/a
100	-	15	n/a	n/a	15	n/a	n/a
165	-	130	n/a	n/a	130	n/a	n/a
200	-	300	n/a	n/a	300	n/a	n/a
205	-	15	n/a	n/a	15	n/a	n/a
302	-	15	n/a	n/a	15	n/a	n/a
329	-	15	n/a	n/a	15	n/a	n/a
401	-	20	n/a	n/a	20	n/a	n/a
428	-	15	n/a	n/a	15	n/a	n/a
NETHERLANDS LIVING LEARNING CENTER	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Netherlands Dining North	2183	145	100	6/60	n/a	n/a	n/a
Netherlands Dining Center	5633.6	233	n/a	n/a	n/a	n/a	n/a
Netherlands Dining South	1405	32	n/a	n/a	n/a	n/a	n/a
013	-	23	n/a	n/a	23	n/a	n/a
015	-	16	n/a	n/a	16	n/a	n/a
016	-	17	n/a	n/a	17	n/a	n/a
018	-	39	n/a	n/a	39	n/a	n/a
019	-	41	n/a	n/a	41	n/a	n/a
020	-	19	n/a	n/a	19	n/a	n/a
021	-	41	n/a	n/a	41	n/a	n/a
ROOSEVELT	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
013	-	42	n/a	n/a	42	n/a	n/a
015	-	35	n/a	n/a	35	n/a	n/a
101 (Blackbox)	-	40	n/a	n/a	40	n/a	n/a

ROOM	AREA	CLEAR ROOM MAX CAPACITY	ROW STYLE MAX CAPACITY	ROUND TABLES MAX CAPACITY	CLASSROOM STYLE MAX CAPACITY	CONFERENCE STYLE MAX CAPACITY	HOLLOW SQUARE MAX CAPACITY
<u>ROOSEVELT (CONT'D)</u>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
102	-	33	n/a	n/a	33	n/a	n/a
106	-	41	n/a	n/a	41	n/a	n/a
109	-	40	n/a	n/a	40	n/a	n/a
110	-	30	n/a	n/a	30	n/a	n/a
111	-	33	n/a	n/a	33	n/a	n/a
112	-	30	n/a	n/a	30	n/a	n/a
213 (Blackbox)	-	48	n/a	n/a	48	n/a	n/a
309	-	40	n/a	n/a	40	n/a	n/a
<u>SPIEGEL</u>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Theater	-	96	n/a	n/a	96	n/a	n/a
<u>STARR</u>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
1 st Floor East Lobby 165C	2367	n/a	142	8/64	n/a	n/a	n/a
1 st Floor West Lobby 165B	2918	n/a	118	6/60	n/a	n/a	n/a
103 (PC's)	-	40	n/a	n/a	40	n/a	n/a
104 Trading Room (FINANCE Only, Computers, Approval Required)	-	35	n/a	n/a	35	n/a	n/a
107 (PC's)	-	35	n/a	n/a	35	n/a	n/a
108 (PC's)	-	42	n/a	n/a	42	n/a	n/a
109	-	83	n/a	n/a	83	n/a	n/a
2 nd Floor East Lobby 265C	1280	n/a	142	9/72	n/a	n/a	n/a
2 nd Floor West Lobby 265B	1946	n/a	n/a	n/a	n/a	n/a	n/a
201	-	15	n/a	n/a	15	n/a	n/a
202	-	15	n/a	n/a	15	n/a	n/a
203	-	15	n/a	n/a	15	n/a	n/a
204 (PC's)	-	40	n/a	n/a	40	n/a	n/a
205 (PC's)	-	40	n/a	n/a	40	n/a	n/a
208	-	37	n/a	n/a	37	n/a	n/a
209	-	44	n/a	n/a	44	n/a	n/a
210 (PC's)	-	86	n/a	n/a	86	n/a	n/a
3 rd Floor East Lobby 365C	1985	n/a	140	7/70	n/a	n/a	n/a
3 rd Floor West Lobby 365B	1946	n/a	140	7/70	n/a	n/a	n/a
301	-	15	n/a	n/a	15	n/a	n/a
302	-	15	n/a	n/a	15	n/a	n/a
303	-	15	n/a	n/a	15	n/a	n/a
304 (PC's)	-	40	n/a	n/a	40	n/a	n/a
305 (PC's)	-	40	n/a	n/a	40	n/a	n/a
308	-	35	n/a	n/a	35	n/a	n/a
309	-	42	n/a	n/a	42	n/a	n/a
310 (PC's)	-	86	n/a	n/a	86	n/a	n/a
<u>STUDENT CENTER</u>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Multipurpose Room	6150	415	415	33/330	n/a	n/a	n/a
Multipurpose Room West	2869	188	188	14/140	31/91	n/a	22/70
Multipurpose Room East	3310	227	227	15/150	37/109	n/a	26/82
Plaza Rooms	3447.4	238	238	18/180	49/145	n/a	n/a
Plaza Room West	1170	94	94	5/50	13/37	n/a	14/46
Plaza Room Middle	1103	69	69	5/50	17/49	n/a	16/52
Plaza Room East	1140	75	75	4/40	13/37	n/a	12/40
141	672	49	49	3/30	13/37	8/28	10/34
142	887.3	49	49	4/40	13/37	8/28	10/34
143	651	49	49	3/30	12/34	8/28	10/34

ROOM	AREA	CLEAR ROOM MAX CAPACITY	ROW STYLE MAX CAPACITY	ROUND TABLES MAX CAPACITY	CLASSROOM STYLE MAX CAPACITY	CONFERENCE STYLE MAX CAPACITY	HOLLOW SQUARE MAX CAPACITY
STUDENT CENTER (CONT'D)	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
145	675	49	49	3/30	12/34	8/28	10/34
218	269	14	n/a	n/a	n/a	14	n/a
219	525	30	30	n/a	7/19	6/22	6/22
Student Center Theater	3534	334 + stage	334 + stage	n/a	334 + stage	n/a	n/a
SC Greenhouse	4060	270	164	11/110	25/73	n/a	n/a
-(Upper Level)	1837	n/a	72	5/50	13/36	n/a	12/44
-(Lower Level)	2082	n/a	92	6/60	13/37	n/a	14/46
Rathskellar	-	430	n/a	n/a	n/a	n/a	n/a
Main Dining Room & Main Dining Room East	7930	494	n/a	40/400	n/a	n/a	n/a
-(Main Dining Room)	-	n/a	n/a	24/240	n/a	n/a	n/a
-(Main Dining Room East)	-	n/a	n/a	16/160	n/a	n/a	n/a
Student Center Atrium	2243	n/a	n/a	n/a	13/26	n/a	n/a
Student Center Outdoor Plaza	-	n/a	n/a	n/a	n/a	n/a	n/a
263	-	32	n/a	n/a	32	n/a	n/a
264	-	37	n/a	n/a	37	n/a	n/a
UNIVERSITY CLUB	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Community Gallery	-	-	-	-	-	-	-
Deans Room	-	-	-	-	-	-	-
Main Dining Room	-	-	-	-	-	-	-
Netherlands Room	-	-	-	-	-	-	-
Presidential Room	-	-	-	-	-	-	-
Unispan Room	-	-	-	-	-	-	-
WEED	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
103	-	32	n/a	n/a	32	n/a	n/a
204	-	40	n/a	n/a	40	n/a	n/a
208	-	39	n/a	n/a	39	n/a	n/a