

## Event Management Room Capacities Chart

Revised 3/31/09

### 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
<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
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	n/a	n/a	n/a
-(Upper Level)	1837	n/a	72	5/50	n/a	n/a	n/a
-(Lower Level)	2082	n/a	92	6/60	n/a	n/a	n/a
Rathskellar	-	430	n/a	n/a	n/a	n/a	n/a
<u>AXINN LIBRARY</u>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
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
<u>HOFSTRA USA</u>	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	20/200	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

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<b><u>NETHERLANDS LIVING LEARNING CENTER</u></b>	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
<b><u>MONROE HALL</u></b>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
Theater Room 142	3848	385	375	n/a	375	n/a	n/a
<b><u>CV STARR HALL</u></b>	Square Feet	Posted Maximum	(Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)	(Tables/Chairs)
1 <sup>st</sup> Floor East 165C	2367	n/a	142	8/64	n/a	n/a	n/a
1 <sup>st</sup> Floor West 165B	2918	n/a	118	6/60	n/a	n/a	n/a
2 <sup>nd</sup> Floor East 265C	1280	n/a	142	9/72	n/a	n/a	n/a
2 <sup>nd</sup> Floor West 265B	1946	n/a	n/a	n/a	n/a	n/a	n/a
3 <sup>rd</sup> Floor East 365C	1985	n/a	140	7/70	n/a	n/a	n/a
3 <sup>rd</sup> Floor West 365B	1946	n/a	140	7/70	n/a	n/a	n/a
<b><u>HAGEDORN HALL</u></b>	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
Hagedorn 005/006/007	-	-	-	-	-	-	-
<b><u>DAVID S. MACK HALL UNIVERSITY CLUB</u></b>	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	-	-	-	-	--	-	-