

TIMEFRAME	6 weeks or more (up to one year)	3-6 Weeks	10-15 business days	8- 9 Business days	5-7 business days	5 Business Days or less
Event Space	Event Space can be reserved	Event space should be reserved	Provided space is available, most needs can be accomodated	Space and set up limitations may apply	Space and set up limitations may apply	Space as is, if available
Custodial Coverage Normal Business hours are 5am-4pm	Yes, Facilities can accomodate the event whether inside or outside of normal business hours. They can accomodate all custom furniture set ups/layouts, including rental furniture, and can provide event coverage.	Yes, Facilities can accomodate the event whether inside or outside of normal business hour. Facilities can accomodate most custom room and furniture set ups/layouts, including rental furniture, and can provide event coverage.	Yes, Facilities can accomodate all events inside normal business hours and most events outside of business hours. Facilities can accomodate most custom room and furniture set ups/layouts, including rental furniture, and can provide event coverage.	Yes, Facilities can accomodate events inside normal business hours ONLY. Facilities can accomodate standard set up and layout requests, including rental furniture, for any event with 100 attendees or less.	Yes, Facilities can accomodate events inside normal business hours ONLY and can accomodate room and furniture set ups/layouts with EXISTING FURNITURE ONLY. Ordering rentals will not be possible.	No
Tents	Yes	Risk	Risk	No	No	No
Catering/Florals/linens	Full/customized menus	Full/customized menus	Full/customized menus	Full/customized menus	Full CaterTrax menus	No
Liquor License	Yes	Yes	Yes	Yes	Yes	No
Mashgiach/KVH	Yes	Yes	Yes	Yes	Selections limitations	No
MTS	Packages A-D** available *	Packages A-D** available *	Pckg's A&B * fully available and C&D** limited availability based on resource verification	Pckg's A&B * fully available and C&D * limited availability based on resource verification	Pckg A is available, Pckg B has limited availability. Pckg's C & D** will be unavailable.	No
Peak Rental Furniture	Yes	Yes	Yes	Yes	No	No
Security Detail	Yes, no restrictions	Yes, no restrictions	Yes, ideal timeframe	May not be possible***	No***	No***
BEMCO	Yes	Yes	Yes	No	No	No

*Black Out Dates Apply, including but not limited to: Commencement Week, Orientation Week, Alumni Weekend

If subrental inventory is required to fulfill any pckg C or D order, costs will be shared with the end-user client before equipment reservation.

***Dependent on Officer availability, if an officer is not available, the event may need to be rescheduled

MTS Packages:

Package A: Installed Technology, specific to the space reserved

Package B: Portable, temporary equipment rentals

Package C: Hybrid support (if not installed)

Package D: Live multi-camera production/ large-scale staging events