

# 2017-18 NORTHROP RENTAL SPACES

## ROOM SUMMARY

|                         | Carlson Family Stage<br>(stage only) | Robert and Gail<br>Buuck Memorial<br>Hall and Atrium<br>Restoration | Hubbard<br>Broadcasting<br>Rehearsal Studio | Ellie and Tom<br>Crosby Seminar<br>Room | Lindahl Founders<br>Room | Best Buy Theater      | Northrop Gallery<br>and Lobbies | Northrop Plaza<br>Outdoor              | West Lawn                |
|-------------------------|--------------------------------------|---|---|---|--------------------------|-----------------------|---------------------------------|--|--------------------------|
| Location                | Ground Floor                         | 1st Floor   | Ground Floor                                | 2nd Floor East                          | 2nd Floor West           | 4th Floor             | 4th Floor                       | Outside South                          | Available for<br>Tenting |
| Dimensions              | 96' x 40'                            | 108'6" x 26'  | 49' x 34'                                   | 35' x 42'9"                             | 34' x 41'6"              | 11' x 35'6" (stage)   | 90' x 10'+                      | 96' x 102'<br>(inside the<br>planters) |                          |
| Square Footage          | 3,840 ft <sup>2</sup>                | 5,400 ft <sup>2</sup>   | 1,666 ft <sup>2</sup>                       | 1,428 ft <sup>2</sup>                   | 1,394 ft <sup>2</sup>    | 2,700 ft <sup>2</sup> | 900+ ft <sup>2</sup>            | 9,792 ft <sup>2</sup>                  |                          |
| Reception<br>(standing) | 320                                  | 450   | 70  | 75                                      | 100                      | N/A                   | 150                             | 1,000+                                 |                          |
| Dining<br>(seated)      | 154                                  | 80+120=200  | N/A   | N/A                                     | 72                       | N/A                   | N/A                             | ???                                    |                          |
| Seminar/<br>Classroom   | N/A                                  | N/A   | N/A   | 58                                      | 60                       | 168                   | N/A                             | N/A                                    |                          |
| Conference              | N/A                                  | N/A   | N/A   | 30                                      | 60                       | 168                   | N/A                             | N/A                                    |                          |

Room capacities may change with the addition of audiovisual equipment, food or beverage serving tables, etc.

## THEATER CAPACITIES

|                      | Entire Theater | Main Floor<br>Orchestra and<br>Orchestra Circle | Presidents Circle | Scholars Circle | Gallery Circle |
|----------------------|----------------|---|-------------------|-----------------|----------------|
| Carlson Family Stage | 2,692          | 1,160   | 403               | 479             | 650            |
| Best Buy Theater     | 168            | N/A   | N/A               | N/A             | N/A            |

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## ROOM AMENITIES

|                              | Carlson Family Stage | Carlson Family Stage (stage only) | Robert and Gail Buuck Memorial Hall and Atrium Restoration | Hubbard Broadcasting Rehearsal Studio | Ellie and Tom Crosby Seminar Room | Conference Room 106 | Lindahl Founders Room | Best Buy Theater  | Northrop Gallery and Lobbies | Northrop Plaza Outdoor |
|------------------------------|----------------------|-----------------------------------|--|---------------------------------------|-----------------------------------|---------------------|-----------------------|-------------------|------------------------------|------------------------|
| <b>Stage</b>                 | Yes                  | Yes                               | No   | No                                    | No                                | N/A                 | No                    | Yes (floor level) | No                           | Yes (May-Oct)          |
| <b>Windows</b>               | No                   | No                                | Yes  | Yes                                   | Yes                               | Yes                 | Yes                   | No                | Sky Lights                   | N/A                    |
| <b>Screen</b>                | Yes                  | Yes                               | Available  | Available                             | Yes                               | Yes (monitor)       | Yes                   | Yes               | Available                    | N/A                    |
| <b>Projector</b>             | Yes                  | Yes                               | Available  | Available                             | Yes                               | N/A                 | Yes                   | Yes               | Available                    | N/A                    |
| <b>Computer Hookup</b>       | HDMI & VGA           | HDMI & VGA                        | Available  | Available                             | HDMI & VGA                        | HDMI & VGA          | HDMI & VGA            | HDMI & VGA        | Available                    | N/A                    |
| <b>Internet Access</b>       | Yes                  | Yes                               | Yes  | Yes                                   | Yes                               | Yes                 | Yes                   | Yes               | Yes                          | N/A                    |
| <b>Wireless</b>              | Yes                  | Yes                               | Yes  | Yes                                   | Yes                               | Yes                 | Yes                   | Yes               | Yes                          | Varies                 |
| <b>Blu Ray Player</b>        | Yes                  | Yes                               | Available  | Available                             | Available                         | Yes                 | Available             | Yes               | Available                    | N/A                    |
| <b>CD/iPod Connection</b>    | Yes                  | Yes                               | Available  | Available                             | Available                         | N/A                 | Available             | Yes               | Available                    | N/A                    |
| <b>Podium</b>                | Yes                  | Yes                               | Available  | Available                             | Yes                               | Available           | Yes                   | Yes               | Available                    | Available              |
| <b>Microphone (wired)</b>    | Yes                  | Yes                               | Available  | Available                             | Yes                               | N/A                 | Yes                   | Yes               | Available                    | Available              |
| <b>Microphone (wireless)</b> | Yes                  | Yes                               | Available  | Available                             | Yes                               | N/A                 | Yes                   | Yes               | Available                    | N/A                    |
| <b>White Board</b>           | No                   | Available                         | Available  | Available                             | Yes                               | N/A                 | Available             | Yes               | Available                    | N/A                    |
| <b>Coat Rack</b>             | Coat Check Available | Yes                               | Available  | Available                             | Available                         | Available           | Yes                   | Yes               | Available                    | N/A                    |
| <b>Tables</b>                | Available            | Available                         | Available  | Available                             | Yes                               | Yes                 | Yes (9 60" rounds)    | Available         | Available                    | Yes                    |

Available = we can arrange with advanced notice, however there may be an additional fee.

Northrop does not have linens. Instead, they are rented from Northrop's exclusive food service provider, Surdyk's.

# 2017-18 NORTHROP RENTAL SPACES

## RENTAL RATES

|   | <b>Carlson Family Stage</b>                               | <b>Robert and Gail Buuck Memorial Hall and Atrium Restoration</b> | <b>Hubbard Broadcasting Rehearsal Studio</b> | <b>Ellie and Tom Crosby Seminar Room</b> | <b>Conference Room 106</b> | <b>Lindahl Founders Room</b> | <b>Best Buy Theater</b> | <b>Northrop Gallery and Lobbies</b> | <b>Northrop Plaza Outdoor</b> |
|---|---|---|--|--|----------------------------|------------------------------|-------------------------|-------------------------------------|-------------------------------|
| <b>External</b>                             | Variable:<br>\$3,500-\$5,000<br>+ % of gross ticket sales | \$1,000   | \$700  | \$600                                    | N/A                        | \$800                        | \$750                   | \$750                               | \$750                         |
| <b>University Department</b>                | \$1,600   | \$500   | \$350  | \$300                                    | \$15/hr                    | \$400                        | \$400                   | \$400                               | N/C                           |
| <b>Registered University Student Groups</b> | \$1,600   | \$250   | \$150  | \$150                                    | \$15/hr                    | N/A                          | \$200                   | \$200                               | N/C                           |

In addition, user must pay for all labor, equipment and services provided by Northrop for their event.  
Cancellations: \$100 with 60 days notice, 50% with 30 days notice, 100% after 30 days.

# CONTACTS

## NORTHROP

|   |  |
|---|--|
| <b>Director</b>   | <b>Christine Tschida</b><br><b>Director of Northrop</b><br>612-626-8711<br>tschidac@umn.edu                                      |
| <b>Carlson Family Stage<br/>Rental &amp; Operations</b> | <b>Kari Schloner</b><br><b>General Manager</b><br>612-625-0796<br>kschlone@umn.edu   |
| <b>Production &amp; Stage</b>                           | <b>Justin Burke</b><br><b>Technical Director</b><br>612-626-8245<br>burke018@umn.edu   |
| <b>Rental &amp; Audience Services</b>                   | <b>David Russell</b><br><b>Audience Services Manager</b><br>612-301-1960<br>dwrussel@umn.edu                                     |
| <b>Marketing</b>  | <b>Cari Hatcher</b><br><b>Marketing &amp;<br/>Public Relations Director</b><br>612-625-6003<br>chatcher@umn.edu                  |
| <b>Mailing Address</b>                                  | 84 Church Street SE<br>Suite 90<br>Minneapolis, MN 55455<br>612-625-6600<br>612-626-1750<br>northrop@umn.edu<br>northrop.umn.edu |
| <b>Phone<br/>Fax<br/>Email<br/>Web</b>                  |  |
| <b>Delivery/Loading<br/>Dock Address</b>                | 73 Pleasant Street SE<br>Minneapolis, MN 55455   |

## UNIVERSITY CONTACTS

|   |   |
|---|---|
| <b>First Aid</b>  | <b>EMS</b><br>612-626-1312<br>umems@umn.edu<br>dem.umn.edu/umems                                      |
| <b>Email<br/>Web</b>                                      |   |
| <b>Motorist Assistance<br/>Program (MAP)</b>              | 612-626-7275  |
| <b>Security Monitor Program<br/>Escort Service</b>        | 612-624-9255  |
| <b>University Parking and<br/>Transportation Services</b> | <b>Dillon Fried</b><br><b>Events Manager</b><br>612-626-7275<br>frie0218@umn.edu                      |
| <b>Parking and Transportation<br/>Services</b>            | 612-626-7275<br>umn.edu/pts<br>parking@umn.edu  |
| <b>Traffic Control</b>                                    | <b>Sergeant Katie Kitzerow</b><br><b>U of M Police Department</b><br>612-625-3315<br>seit0019@umn.edu |
| <b>UM Connect</b>   | <b>Lyn Weiler</b><br><b>Network Manager</b><br>612-625-4315<br>Weile001@umn.edu                       |

## BOX OFFICE

|  |   |
|--|---|
| <b>Director</b>                        | <b>Holly Radis-McCluskey</b><br><b>Director of U of M<br/>Tickets &amp; Events</b><br>612-625-0509<br>radis001@umn.edu        |
| <b>Mailing Address</b>                 | 84 Church Street SE<br>Suite 20<br>Minneapolis, MN 55455<br>612-624-2345<br>612-625-4008<br>umntix@umn.edu<br>tickets.umn.edu |
| <b>Phone<br/>Fax<br/>Email<br/>Web</b> |   |

## SURDYK'S CAFÉ

|                                     |  |
|-------------------------------------|--|
| <b>Concessions/<br/>Merchandise</b> | <b>Dane Lund</b><br><b>Surdyk's Café Manager</b><br>612-301-1360<br>dlund@surdyks.com      |
| <b>Catering/<br/>Table Linens</b>   | <b>Abby Dunne</b><br><b>Surdyk's General Manager</b><br>612-624-5685<br>adunne@surdyks.com |
| <b>Web</b>                          | surdyks.com  |