

# NORTHROP RENTAL SPACES

## ROOM SUMMARY

	Carlson Family Stage (stage only)	Robert and Gail Buuck Memorial Hall and Atrium Restoration	Hubbard Broadcasting Rehearsal Studio	Ellie and Tom Crosby Seminar Room	Lindahl Founders Room	Best Buy Theater	Northrop Gallery and Lobbies	Northrop Plaza Outdoor	West Lawn
Location	Ground Floor	1st Floor	Ground Floor	2nd Floor East	2nd Floor West	4th Floor	4th Floor	Outside South	Outside West
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' (inside the 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 (standing)	320	450	70	75	100	N/A	150	1,000+	
Dining (seated)	154	80+120=200	N/A	N/A	72	N/A	N/A	N/A	
Seminar/ 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 Orchestra and 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	Available
<b>Projector</b>	Yes	Yes	Available	Available	Yes	N/A	Yes	Yes	Available	Available
<b>Computer Hookup</b>	HDMI & VGA	HDMI & VGA	Available	Available	HDMI & VGA	HDMI & VGA	HDMI & VGA	HDMI & VGA	Available	Available
<b>Internet Access</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Available
<b>Wireless</b>	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
<b>Blu Ray Player</b>	Yes	Yes	Available	Available	Available	Yes	Available	Yes	Available	Available
<b>CD/iPod Connection</b>	Yes	Yes	Available	Available	Available	N/A	Available	Yes	Available	Available
<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	Available
<b>White Board</b>	No	Available	Available	Available	Yes	N/A	Available	Yes	Available	Available
<b>Coat Rack</b>	Coat Check Available	Yes	Available	Available	Available	Available	Yes	Yes	Available	Available
<b>Tables</b>	Available	Available	Available	Available	Yes	Yes	Yes (9 60" rounds)	Available	Available	Yes (30)

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.

# NORTHROP RENTAL SPACES

## RENTAL RATES

	Carlson Family Stage	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>External</b>	Variable: \$3,500-\$5,000 + % 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: More than 90 days before the event: 50% of venue rental cost;  
Between 89-31 calendar days before the event: 75% of venue rental cost;  
Within 30 calendar days of the event: 100% of venue rental cost.

# CONTACTS

## NORTHROP

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

## UNIVERSITY CONTACTS

<b>First Aid</b>	<b>EMS</b> 612-626-1312 umems@umn.edu dem.umn.edu/umems
<b>Email</b>	
<b>Web</b>	
<b>Motorist Assistance Program (MAP)</b>	612-626-7275
<b>Security Monitor Program Escort Service</b>	612-624-9255
<b>Parking and Transportation Services</b>	612-626-7275 umn.edu/pts parking@umn.edu

## BOX OFFICE

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

## SURDYK'S CAFÉ

<b>Concessions/ Merchandise</b>	<b>Dane Lund</b> <b>Surdyk's General Manager</b> dlund@surdyks.com 612.624.5896
<b>Catering/ Table Linens</b>	<b>Michelle Rash</b> <b>Surdyk's Catering Manager</b> 612-331-3938 mrash@surdyks.com
<b>Web</b>	surdyks.com