

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 ²	5,400 ft ²	1,666 ft ²	1,428 ft ²	1,394 ft ²	2,700 ft ²	900+ ft ²	9,792 ft ²	
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
Stage	Yes	Yes	No	No	No	N/A	No	Yes (floor level)	No	Yes (May-Oct)
Windows	No	No	Yes	Yes	Yes	Yes	Yes	No	Sky Lights	N/A
Screen	Yes	Yes	Available	Available	Yes	Yes (monitor)	Yes	Yes	Available	Available
Projector	Yes	Yes	Available	Available	Yes	N/A	Yes	Yes	Available	Available
Computer Hookup	HDMI & VGA	HDMI & VGA	Available	Available	HDMI & VGA	HDMI & VGA	HDMI & VGA	HDMI & VGA	Available	Available
Internet Access	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Available
Wireless	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Blu Ray Player	Yes	Yes	Available	Available	Available	Yes	Available	Yes	Available	Available
CD/iPod Connection	Yes	Yes	Available	Available	Available	N/A	Available	Yes	Available	Available
Podium	Yes	Yes	Available	Available	Yes	Available	Yes	Yes	Available	Available
Microphone (wired)	Yes	Yes	Available	Available	Yes	N/A	Yes	Yes	Available	Available
Microphone (wireless)	Yes	Yes	Available	Available	Yes	N/A	Yes	Yes	Available	Available
White Board	No	Available	Available	Available	Yes	N/A	Available	Yes	Available	Available
Coat Rack	Coat Check Available	Yes	Available	Available	Available	Available	Yes	Yes	Available	Available
Tables	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.

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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
External	Variable: \$3,500-\$5,000 + % of gross ticket sales	\$1,000	\$700	\$600	N/A	\$800	\$750	\$750	\$750
University Department	\$1,600	\$500	\$350	\$300	\$15/hr	\$400	\$400	\$400	N/C
Registered University Student Groups	\$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

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

UNIVERSITY CONTACTS

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

BOX OFFICE

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

SURDYK'S CAFÉ

Concessions/ Merchandise	Dane Lund Surdyk's General Manager dlund@surdyks.com 612.624.5896
Catering/ Table Linens	Cady Brown Surdyk's Catering Manager 612-331-3938 cbrown@surdyks.com
Web	surdyks.com