

Heritage Plaza Scheduled Use Guidelines

- Coordinate vehicle access with Facilities (4521) at least 24 hours prior to the event or 48 hours prior for weekend events.
- No chairs, tents, awnings, etc. on the lawn.
- No device or equipment which would in any way mar or penetrate the concrete paver or sidewalk area in the plaza.
- No defacing of any paving, pavers, seating, columns, or any surface in the plaza area - this includes the use of chalk, paint, etc.
- No moving of any furnishings, including tables, chairs, benches, planters.
- No climbing on tables, chairs, light posts, trash cans, columns, planters, trees.
- Debris/litter must be cleaned up after use of area (to include emptying of trash cans into dumpster if they are overflowing) or a clean up charge will be assessed.
- No guarantee of exclusive use.
- Event must not block pedestrian and handicapped access to immediate and surrounding areas.
- No hanging or affixing decorations, fliers or signs from lamp posts, columns or trees.
- No grills, except on asphalt of street.
- Attendant, advisor or University official may be required to be present depending on the planned function and University affiliation.
- Rental fee may apply depending on the planned function and University affiliation.