

## **Internal Guideline for Handling the Scheduling of all Outdoor Events at the University of Vermont**

The following is a list of approved outdoor locations. Please note that some locations have limitations due to the nature of the space. Please see the Facilities Use Policy, Temporary Structures Administrative Guidelines (located within the Facilities Use Policy) and the Solicitation Policy for parameters.

- Chittenden-Buckham-Wills Green (the space in front of Cook Physical Sciences building and CBW Residence Halls)
- Fleming Green (the space on the back side of Fleming Museum)
- Redstone Quad (the space in between Christie-Wright-Patterson Residence Halls and Mason-Simpson-Hamilton Residence Halls)
- Redstone Green (the space in front of Music Building)
- University Heights Basketball Court (this is a 3-court paved area)
- University Heights Amphi-Theater
- Marsh-Austin-Tupper Green (the space in front of MAT that faces the intersection of Main Street / Route 2 and Spear Street)
- Pine Grove (the space behind Music Building)
- Royal Tyler Theater Plaza
- Davis Center Oval and Outdoor Stage Area
- Morrill Hall green
- Bailey-Howe quad
- University Green area south of Ira Allen statue (only requests deemed appropriate under the Temporary Structures Administrative Guidelines will be allowed. This area is not designated as an event location.)

The following are guidelines to follow when planning outdoor events:

- All outdoor locations require final approval by the UVM Grounds Manager based upon the condition of the outdoor location at the time / date of the event.
- When requesting an outdoor location, it is advisable to always reserve an indoor location or know that an event may be canceled if the outdoor location is deemed unsafe or not useable by the UVM Grounds Manager.
- When possible, the UVM Grounds Manager will make a decision 24-72 hours in advance of the event so as to allow adequate time in order to move and/or cancel the event.

Related Policies:

- Facilities Use Policy:
  - <http://www.uvm.edu/conferences/Facilities and Grounds Use.pdf>
- Solicitation Policy:
  - Not active – waiting to be updated