

The Lazy Owl & The Multi-purpose room is available for **free** for student groups & University departments if:

1. Hosting Free-entry Events.
2. Events are scheduled during 9 a.m - 7 pm on Weekdays.
3. Are in collaboration with University of Regina Student's Union.

Flat administrative Fees of \$200 is applicable for bookings after 7 pm on Weekdays and on weekends.

The booking includes the following facilities.

- Furniture (Tables, chairs) No Set up or breakdown.
- Set-up of Micro-phones, speakers and projectors.
- Includes Av equipment (In-built sound system, Extra speakers & Microphones) For Ticket events, If Sales do not cover the staffing costs, The difference to be paid)

The bookings **do not** include

- Post event clean-up.
- Does not include Staff fee for a Dedicated AV technician.

"Kindly note that supplementary charges of \$150 may be incurred in the event that MPR rooms are left in an unsanitary condition or if there is any damage to equipment after the conclusion of the event. The group responsible for the reservation holds sole accountability for ensuring the room is returned in the same condition as it was provided and that any borrowed equipment is appropriately cared for."