William Carrington Finch Chapel Plaza
(Hereafter referred to as the Finch Plaza)
Facility Usage Policy
Date Effective: August 1, 2015

Facility Overview: The Finch Plaza, on a daily basis, provides parking spaces for visitors, faculty and staff. The plaza can be used for event parking and occasionally for special events.

Scheduling Contact:
Requests for events should be directed to the Director of University Events at 863-1480. Requests for event parking should be directed to SUPD, 863-1944.

Scheduling Priorities
All requests for events on the Finch Plaza will be reviewed by the Director of Events, University Chaplain, and Senior Staff.

See General Facilities Use Policy for regulations applicable to ALL University facilities.

Specific Regulations for Use of the Finch Plaza
1. Groups may not conduct events on the Finch Plaza while services in the Lois Perkins Chapel are being held.
2. Events on the Finch Plaza must be held between the hours of 8:00 a.m. and 11:00 p.m.
3. Events involving the amplification of sound must have set-up approval from the Director of Student Activities for student events or from the Director of University Events for all other events.
4. Tents or other structures cannot be set up on the Finch Plaza without approval. All tents must be frame tents with barrels at the base. No stakes can be used to erect or secure structures.
5. Rentals should be picked up as soon as possible (preferably the same day or the next morning).
6. Chalking is not allowed on the Finch Plaza.
7. Catering services for student events must be approved by the Associate Dean of Student Life; catering services for all other events must be approved by the Director of University Events.

Exceptions to this policy must be approved by Vice President for University Relations.