

Event Services



Additional Catering Services

The University Club's catering staff will work closely with you to ensure that every detail is addressed. To enhance your function, the following services are available through the University Club:

Dance Floor	\$100
Mirror Tiles	\$3 each
Votive Candles	\$1 each
Specialty Table Attendant Services	\$15 per hour, each
Tiered Glass Display	\$50
Cake Cutting & Serving	\$1.50 per person
Specialty Foods Plating Charge	\$1.50 per person
Chaperone	\$20 per hour, each

For an extra special touch, add centerpieces, a custom-designed ice carving, or a carved melon for display at your event. Ask your catering representative for details.

Pianos

Pianos are available for rent during your private event at the University Club. Upright pianos may be rented for \$50 per function. In addition, a Yamaha digital self-playing piano, along with a wide selection of CDs, is available for any function held on the Club's upper level (in the Main Dining Room or Shibui Room) for a rental fee of \$250 per function.



Skirted Tables

Let us know if additional tables will be needed for registration desks, gift tables, cake tables, exhibits, etc. We will provide attractively skirted tables of the requested size ready for you upon arrival for \$10 each.

Child Care Services

The University Club offers a pleasant and fully equipped child care room, staffed by professionals, on the lower level of the Henry Center. Child care services are available to members and their guests during Kidz Club's regular hours of operation for a nominal hourly fee. Several options are also available for those interested in providing sponsored child care for their group. The Kidz Club child care center can be opened exclusively for your guests, or child care can be provided in a room adjacent to your function (providing space is available) at an additional fee. We invite you to discuss your needs with your catering representative.

Spa Services

The University Club also offers a full-service Fitness Center & Spa. Services from customized stretch breaks to chair massages for your guests during scheduled breaks are available. Please discuss your needs with your catering representative.

Outside Vendors

In addition to the services available through the University Club, your catering representative has vast experience in planning functions and can provide suggestions for outside services such as florists, decorators, photographers, and musicians, as well as sources for wedding cakes and other items. Feel free to discuss these needs with your catering representative.

Audio-Visual Equipment & Services

A complete line of audio-visual equipment and services is available for use during your function at the University Club. Audio-visual equipment and services must be ordered through your catering representative at least 48 hours in advance. **A \$50 fee will be charged for audio-visual set-up requested less than two business days prior to the event.**

The following list is a portion of the full array of equipment and services available. For pricing or additional items, ask your catering representative.

Tabletop Podiums with Microphones	2-Way VGA Amplifier
Full Podiums with Microphones	4-Way VGA Amplifier
Microphones with Stands	Technology Cart w/Computer,
- Table Stand	LCD Projector, VCR, DVD, Wireless
- Floor Stand	Microphones and Remote Control
Wireless Microphones	Dell Laptop PCs
Hearing Impaired Accessories	IBM Thinkpads
Slide Projector with Remote	Extension Cords
Overhead Projector	Power Strips
LCD Projector	Rolling White Boards
Laser Pointer	Flip Chart Stands
Projection Screens	Easels
CD/Cassette Player	Adhesive Flip Chart Paper
VCR	Regular Flip Chart Paper
DVD Player	A/V Carts
27" TV	Analog Phones
Satellite Feed	Conference Phones
Videoconference Unit	Ethernet Connections
Document Camera	On-Site Technician