

## How to Access Funding for Venue Charges

- Secure the venue location for your event date and time:
  - Maucker Union
  - Lang Hall Auditorium
  - Lawther Field/Outdoor spaces
  - Academic Buildings
  - WRC
  - Rod Library
  - Gallagher Bluedorn Performing Arts Center (GBPAC)
  - Spaces near campus
    - Threehouse (319)266-4071
    - St. Stephen Catholic Student Center (319) 266-9863
- If on campus:
  - Give your venue coordinator the contact information for the Office of Student Involvement secretary which can be found at [involvement@uni.edu](mailto:involvement@uni.edu) so that they can work with her to access the funding you have available
- If off campus:
  - Set up a meeting with the Office of Student Involvement secretary which can be found at [involvement.uni.edu](http://involvement.uni.edu) so that payment for the venue charges can be made