

Rent the Richard Tam Alumni Center

The UNLV Richard Tam Alumni Center is located on the corner of Harmon Avenue/Maude Frazier Way and Maryland Parkway.

Before scheduling your event, please review our policies and procedures. If you have any questions or concerns prior to submitting your reservation form, please do not hesitate to contact us at fndbldgreg@unlv.edu or **702-895-3641**.

Spaces available in the Richard Tam Alumni Center include:

Marietta Tiberti Grand Hall

The 3,600-square-foot ballroom features a two-story cathedral ceiling, large picture windows with views of the campus, and access to the lobby and patio.

William Trent Lounge

The 1,800-square-foot lounge features a built-in bar, mahogany ceilings, built-in large 4K screen, a large sectional couch, and lounge tables with chairs.

Fred C. Albrecht Boardroom

The 850-square-foot boardroom can accommodate up to 24 people and features a built-in white board, a large 4K screen, wet bar, web-cam, and conference call capability.

Jessie & Bryan Metcalf Art Gallery

The 3,000-square-foot circular art gallery overlooks the Heliotrope, a contemporary sculpture created by internationally famous artist Patrick Zentz.

Room Setup

Each room is unique and has its own set-up capabilities. The chart below outlines common uses and set-up capabilities of each room.

	Marietta Tiberti Grand Hall	William Trent Lounge	Fred C. Albrecht Boardroom	Bryan & Jessie Metcalf Art Gallery*
Banquet	160	20	N/A	N/A
Theater	230	N/A	N/A	N/A
Conference Table	N/A	N/A	24	N/A

**The Bryan & Jessie Metcalf Art Gallery is a circular, open space. Some restrictions may apply.*

Other custom room setup options are available upon request, but subject to availability. The following tables and chairs available for use in our rooms that offer flexible setup options:

- Standard ballroom chairs (240)
- 5' round banquet tables (seats up to 8 people; 16 available)
- 6' round banquet tables (seats up to 10 people; 16 available)
- 6' rectangular banquet tables (21 available)
- 30" round cocktail tables (10 available)

Please note:

- The above quantities are subject to change without notice.
- For some setups, additional chairs and tables may be required at a minimal charge.
- Other setups can be accommodated upon request.

Services

We work with you to ensure logistical support, such as room layouts, specialized equipment, audiovisual needs, and other special requests.

Equipment Rental: Your rental fee includes the use of banquet tables (5' and 6' rounds and 6' rectangular), banquet chairs, and cocktail tables.

Catering: UNLV Catering, the university's contracted partner, offers a variety of menu options for any size budget. For more information, visit the UNLV Dining website or contact Aramark at 702-895-2650.

Event Security: Your safety is important to us. We strive to make you and your guests feel comfortable, safe, and secure. Event security is required for after-hours events for an additional fee.

Event Parking: The UNLV Foundation building has a parking lot adjacent to it that can be reserved for private events at a minimal cost. Other parking options are also available. If parking is requested, all parking options and charges will be disclosed at the time of booking.

Facilities Rental Rates

Rental time includes time needed for setup and breakdown of your event. Tables and chairs are included in your booking. Linen is not provided. Additional fees may apply.

DAILY RATE (MORE THAN FOUR HOURS)

	Standard	Rebels Forever/ Faculty & Staff/ Nonprofit	UNLV Department/ Registered Student Organization
Marietta Tiberti Grand Hall	\$1,850	\$830	\$460
William Trent Lounge	\$700	\$315	\$175
Fred C. Albrecht Conference Room	\$300	\$300	\$300
Metcalf Art Gallery	\$300	\$300	\$300

HALF-DAY RATE (LESS THAN FOUR HOURS)

	Standard	Rebels Forever/ Faculty & Staff/ Nonprofit	UNLV Department/ Registered Student Organization
Marietta Tiberti Grand Hall	\$1,100	\$500	\$275
William Trent Lounge	\$420	\$190	\$105
Fred C. Albrecht Conference Room	\$300	\$300	\$300
Metcalf Art Gallery	\$300	\$300	\$300

Additional Fees

Set Up and Tear Down

Tables and chairs are provided but set up of the space to meet your specifications requires an additional fee. Inquire when booking.

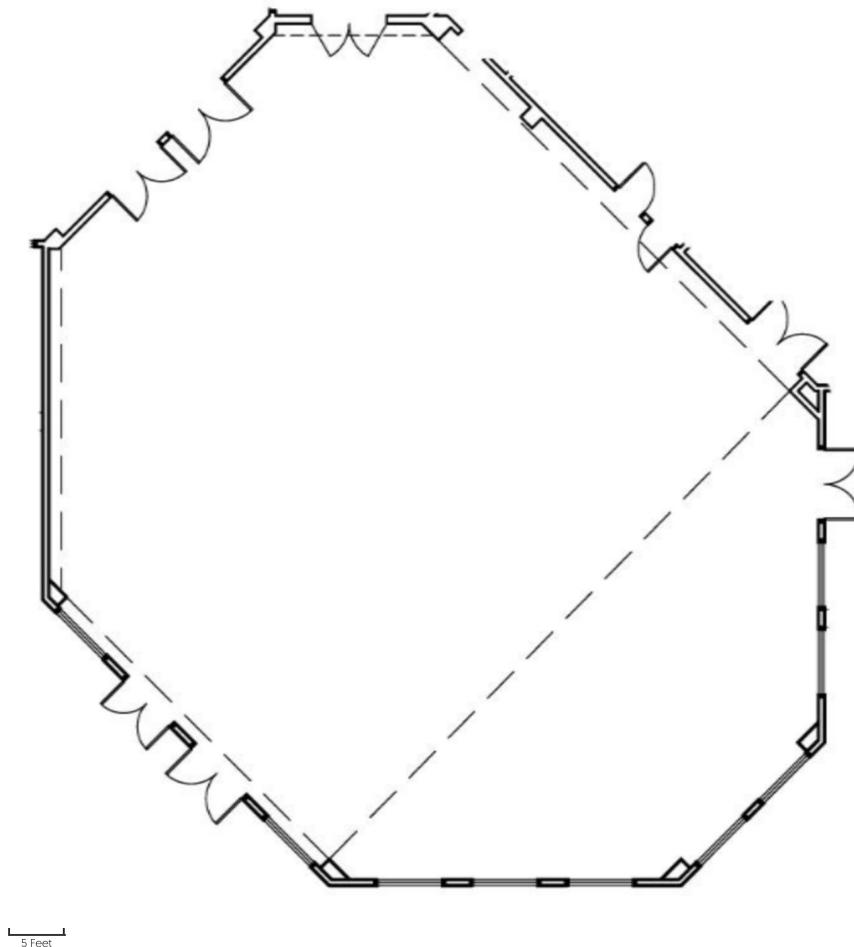
Audio Visual Prices - Marietta Tiberti Grand Hall

- Screen and projector - \$75
- Podium with microphone - \$25
- Wireless microphone - \$25/each up to 4 mics. Both handheld and lapel mics are available

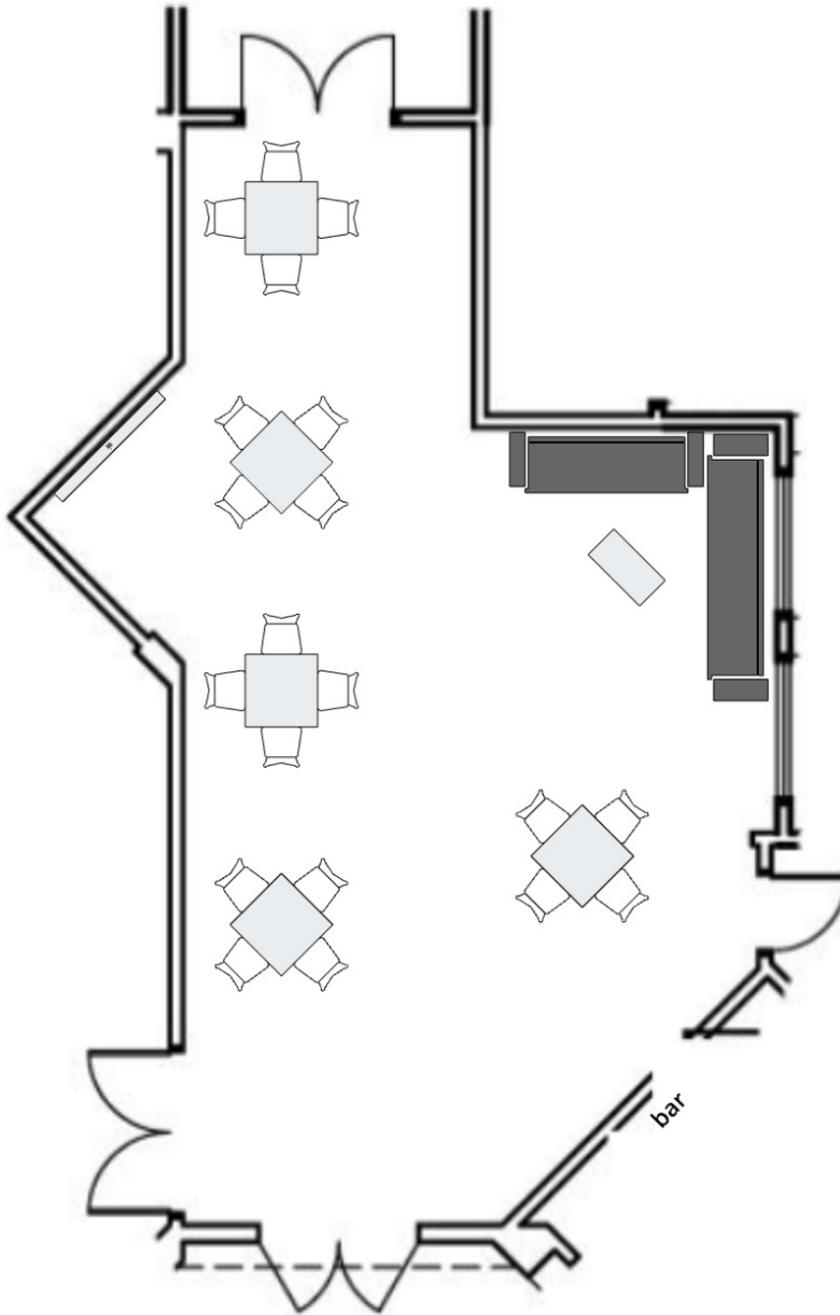
Security - \$25 per hour

Any event held outside of business hours of 8 a.m. to 5 p.m. Monday through Friday will require security of \$25 per hour with a two-hour minimum.

Marietta Tiberti Grand Hall Floor Plan:



Trent Lounge Floor Plan:



5 Feet