

## Guidelines for Events under Tents Spring 2021

Activities under Event and Dining tents must comply with the [“Guidelines for Campus Events and Gathering Spaces”](#) produced by the Health/Epi Group. Student events must also comply with the [“Guidelines for Dartmouth Student Events/Activities 2020”](#). These policies will be updated and modified as needed based on current public health guidance, and New Hampshire state guidance and regulations, Dartmouth College policies, and the conditions on campus.

### **Tent Hours of Operation:**

Cutter Shabazz, Blunt, Hitchcock, Moore Plateau, Streeter Lawn, and Wheeler

- 10am to 10pm, Sunday through Thursday
- 10am to 11pm Friday and Saturday

53 Commons (managed by DDS):

- open for dining 12pm to 7:30pm seven days a week
- 7:30pm to 10pm, Sunday through Thursday for informal gathering
- 7:30pm to 11pm Friday and Saturday for informal gathering

**Scheduling** – All events must be scheduled in [VEMS](#). The daily schedule will be posted in each tent. If the tent is not scheduled it is available for informal use gatherings of up to nine people.

**Approval Process** - A space request for an event is submitted in VEMS. The area identified as “scheduler/approver” in the chart below reviews the request to confirm the event falls within “Event/Activity” guidelines as defined in the [“Guidelines for Dartmouth Student Events/Activities 2020”](#).

All tents may, at times, be scheduled by the Provost Office for Centralized or Institutional programming.

| Location            | Scheduler / Approver | Use  |
|---------------------|----------------------|--|
| Cutter Shabazz lawn | Quita Davis          | Student, Department, and Centers’ activities.<br>Affinity Groups have priority |
| Moore Plateau       | C&E                  | Student, Department, and Centers’ activities.                                  |
| Hitchcock lawn      | Quita Davis          | Collis   |
| Blunt Lawn          | Quita Davis          | Collis   |
| Wheeler Lawn        | Lisa Hayes           | Hopkins Center, Music, and Theater Departments                                 |
| Streeter Lawn       | C&E                  | Extra & Cocurricular   |
| 53 Commons          | DDS                  | DDS  |

**Use of Tent:** Tents are “self-serve.” When planning your event consider who you will have handle duties such as Zoom tech, furniture moving, sound, etc. You will need to prepare and provide all aspects of your event support. Each tent has a base setup which must be restored by the user after the event. There is a 15-minute block automatically scheduled for users to set and restore the tent outside of their event time. Specific characteristics of each tent are listed in EMS. No FOM or CTS support is available.

**Event Guidelines:** Events must follow policy found at <https://covid.dartmouth.edu/communal-spaces-dining>

**Playing Music and Singing Guidelines:** These activities must follow guidelines found at: <https://covid.dartmouth.edu/guidelines-for-music>