# **FAS Science Division Tents**

## 2023 Parameters for Reserving the Science Tents

#### Access

The six FAS Sciences outdoor tents are reservable through <u>RoomBook</u> within the FAS Science Tent booking template. If the selected tent is available, a reservation will be automatically confirmed.



To request access to the FAS Science Tent Template, please email any of the contacts below.

Ron Cooper – FAS OPRP / Science Center Tent Only – cooper2@fas.harvard.edu

Cindy Fiore - FAS OPRP / Sciences - fiore@fas.harvard.edu

Kelly Labrecque – FAS OPRP / Sciences – klabrecq@fas.harvard.edu

Jesselynn Opie – FAS OPRP / Sciences – jopie@fas.harvard.edu

#### **Booking Policies**

Time Limit - Meeting duration maximum of 90 minutes.

**Scheduling** - There is no buffer time between reservations. Please remain aware of the time and make sure to end your meeting promptly as scheduled to allow the next group into the tent.

**Meeting Type** - Meetings held in the reservable tents should be group meetings only. Ongoing classes are not permitted.

Food and Beverages - Food and drinks are allowed.

**Features** - The tents are equipped with battery-powered lanterns. No power source extended to the tents. Remember to charge your devices before your meeting.

**Cleaning** – Please remove all meeting materials and personal belongings and reset the tables and chairs in their default setup before leaving.

Updated 4.18.2023 – FAS Registrar's Office and Northwest Building Operations

### Locations

Tent Name	Size	Location	Reservation Mechanism
Biolabs Tent 1	20' x 20'	Biolabs Courtyard North	https://roombook.fas.harvard.edu/EmsWebApp/
Tozzer Tent	30' x 40'	Tozzer Rear Yard	https://roombook.fas.harvard.edu/EmsWebApp/
Hoffman Tent	20' x 20'	Hoffman North Yard	https://roombook.fas.harvard.edu/EmsWebApp/
Physics Tent 1	18' x 27'	Holmes Field Northeast	https://roombook.fas.harvard.edu/EmsWebApp/
Physicis Tent 2	18' x 27'	Holmes Field Southwest	https://roombook.fas.harvard.edu/EmsWebApp/
Jefferson Tent	16' x 16'	Jefferson Front South	https://roombook.fas.harvard.edu/EmsWebApp/