

COLUMBIA | EVENT MANAGEMENT

Alfred Lerner Hall | 2920 Broadway | 212-854-5800 | eventmanagement@columbia.edu

ACADEMIC YEAR: Mon-Fri, 8:00 A.M. - 5:00 P.M. ♦ SUMMER/WINTER: Mon-Sun, call for hours



Lerner Hall ♦ 1st Floor

Lerner B60	\$560/hour ♦ 2 hour minimum
Roone Arledge Auditorium	\$790/hour ♦ 4 hour minimum
Green Room	\$95/hour
Coat Check	\$250/day

Lerner Hall ♦ 2nd Floor

Broadway Room	\$280/hour ♦ 2 hour minimum
Roone Arledge Cinema	\$530/hour ♦ 2 hour minimum

Lerner Hall ♦ 3rd Floor

Room 302	\$180/hour ♦ 1 hour minimum
Room 312	\$130/hour ♦ 1 hour minimum

Lerner Hall ♦ 4 Floor

Room 474	\$95/hour ♦ 1 hour minimum
Room 476A or Room 476B	\$135/hour ♦ 1 hour minimum
Room 477	\$135/hour ♦ 1 hour minimum

Lerner Hall ♦ 5th Floor

Room 555	\$360/hour ♦ 2 hour minimum
Jed D. Satow Room	\$310/hour ♦ 2 hour minimum
Room 568	\$135/hour ♦ 1 hour minimum
Room 569	\$180/hour ♦ 1 hour minimum
Room 572 or Room 573	\$95/hour ♦ 1 hour minimum

Complete Meeting Package (CMP)

Available starting at \$250/per person

Includes: Room, Basic AV Equipment, Labor, All Day Beverage, Breakfast, Lunch and Breaks

For more information: [Complete Meeting Package](#)

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM	PHYSICAL DISTANCE
Lerner B60	41' x 76'	180	160	200	60	50	36	72	27
Roone Arledge Auditorium	109' x 83'	960	560	1100	166	132	●	384	96
Broadway Room	77' x 24'	80	80	80	●	26	28	40	12
Roone Arledge Cinema	●	300	●	●	●	●	●	●	50
Room 302	26' x 19'	FIXED SETUP: Board Table with 20 Chairs							8
Room 312	22' x 11'	FIXED SETUP: Board Table with 12 Chairs							4
Room 474	14' x 29'	FIXED SETUP: Board Table with 8 Chairs							4
Room 476A or 476B	14' x 29'	36	10	36	●	20	22	18	8
Room 477	27' x 27'	50	40	50	24	20	24	36	9
Room 555	51' x 73'	147	110	147	46	38	34	60	20
Jed D. Satow Room	29' x 49'	74	70	74	40	32	34	36	15
Room 568	14' x 29'	36	20	36	●	20	22	18	6
Room 569	30' x 29'	60	40	60	34	26	22	36	9
Room 572 or 573	15' x 22'	15	10	12	●	8	10	6	4

COLUMBIA | EVENT MANAGEMENT

Faculty House | 64 Morningside Drive | 212-854-1200 | fachouse@columbia.edu



Faculty House ♦ 1st Floor

Garden Room 1	\$600 half day \$975 full day
Garden Room 2	\$700 half day \$1175 full day
Ivy Lounge	\$600 half day \$975 full day

Faculty House ♦ 2nd Floor

Seminar Ballroom	\$1275 half day \$2225 full day
<i>Seminar 1, 2, 3, 4 & Reception</i>	
Seminar 1 & Reception	\$900 half day \$1475 full day

Faculty House ♦ 3rd Floor

Presidential Ballroom	\$1275 half day \$2225 full day
<i>Presidential 1, 2, 3 & Reception</i>	
Presidential 1 & Reception	\$900 half day \$1475 full day
Presidential Rooms 2 & 3	\$900 half day \$1475 full day
Presidential Room 3	\$600 half day \$975 full day
1754 Boardroom	\$600 half day \$975 full day

Faculty House ♦ 4th Floor










Club Room	\$600 half day \$975 full day
Skyline Dining Room	\$2125 half day \$3125 full day

Complete Meeting Package (CMP)

Available starting at \$239/per person

Includes: Room, Basic AV Equipment, Labor, All Day Beverage, Breakfast, Lunch and Breaks

For more information: [Complete Meeting Package](#)

ROOM	 DIMENSIONS	 THEATER	 BANQUET	 RECEPTION	 SQUARE	 U-SHAPE	 CONFERENCE	 CLASSROOM	 PHYSICAL DISTANCE
Garden Room 1	29' x 28'	50	40	55	24	20	22	24	9
Garden Room 2	44' x 24'	72	60	85	30	24	28	36	10
Ivy Lounge	20' x 24'	56	50	100	30	24	22	15	10
Seminar Ballroom	50' x 69'	250	200	275	●	●	●	120	25
Seminar 1 & Reception	40' x 25'	120	100	115	42	38	34	63	12
Seminar Room 2	21' x 24'	50	40	60	18	15	15	18	9
Seminar Room 3	18' x 18'	30	20	30	16	14	14	15	6
Seminar Room 4	10' x 18'	18	10	20	●	●	8	●	3
Presidential Ballroom	70' x 51'	350	260	350	●	●	●	140	26
Presidential 1 & Reception	40' x 28'	120	100	115	42	38	34	63	12
Presidential Rooms 2 & 3	74' x 22'	140	100	150	42	36	34	72	18
Presidential Room 3	23' x 17'	40	30	35	24	10	20	24	8
1754 Board Room	18' x 21'	32	20	30	●	18	18	18	6
Club Room	18' x 12'	20	●	●	●	10	12	●	4
Skyline Dining Room	59' x 48'	108	160	250	46	38	34	63	12

Half day rentals are 4 hours or less | Full day rentals are over 4 hours | Food/Beverage purchase required or room rates will double

COLUMBIA | EVENT MANAGEMENT

Low Library | 535 West 116th Street | 212-854-5800 | eventmanagement@columbia.edu



Low Library

Rotunda 2nd Floor
Faculty Room 2nd Floor



Trustees Room 2nd Floor
Burden Room 2nd Floor

Low Library Guidelines

Low Library rentals require: laborers, custodial, Public Safety and other personnel fees, depending on the parameters of your event. Columbia Event Management is the exclusive caterer in Low Library. There is a caterer fee of \$10/per person for outside catering in Low rooms.

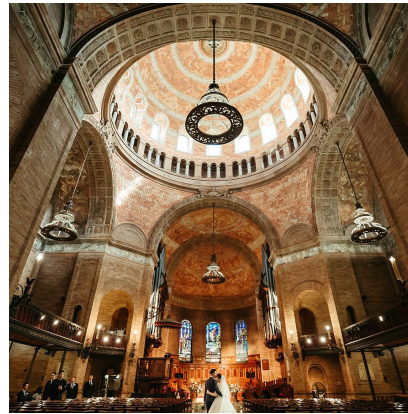
Please reach out to your Columbia Event Management Sales Manager for a custom quote based on your event details.

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM	PHYSICAL DISTANCE
Rotunda	72' x 69'	400	360	400	●	●	●	●	48
Faculty Room	61' x 34'	200	120	225	58	50	56	80	24
Trustees Room	28' x 34'	FIXED SETUP: Board Table with 20 chairs around the table, 13 additional chairs around the room							12
Burden Room	21' x 27'	FIXED SETUP: Board Table with 11 chairs around the table, 28 additional chairs around the room							8



COLUMBIA | EVENT MANAGEMENT

Earl Hall | 2980 Broadway ♦ St. Paul's Chapel | 1160 Amsterdam Avenue
212-854-5800 | eventmanagement@columbia.edu



Earl Hall

Auditorium 3rd Floor
Dodge Room 2nd Floor

Schiff Room 2nd Floor

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM	PHYSICAL DISTANCE
Auditorium	52' x 51'	200	120	240	●	●	●	110	35
Dodge Room	36' x 22'	65	60	70	40	36	36	40	14
Schiff Room	21' x 29'	FIXED SETUP: Board Table with 12 chairs around the table, 13 additional chairs around the room							8

St. Paul's Chapel

Nave 1st Floor
Guastavino Room Basement
Postscript Room Basement

Choir Room Basement
Chamber Room Basement

ROOM	DIMENSIONS	THEATER	BANQUET	RECEPTION	SQUARE	U-SHAPE	CONFERENCE	CLASSROOM	PHYSICAL DISTANCE
Nave	●	FIXED SETUP: Theater for 400							56
Guastavino Room	●	50	40	50	●	●	●	26	15
Postscript Room	●	FIXED SETUP: Cafe Seating for 15							6
Choir Room	●	60	40	70	32	32	30	28	18
Chamber Room	●	FIXED SETUP: Board Table for 6 people, 6 additional chairs around the room							●

All Earl Hall & St. Paul Chapel rentals require an approval process, which can take up to 72 hours.
Earl Hall & St. Paul's Chapel rentals require: laborers, custodial, Public Safety and other personnel fees, depending on the parameters of your event.
Please reach out to your Columbia Event Management Sales Manager for a custom quote based on your event details.