This document contains information for each meeting room in the SUNY New Paltz Student Union. The photo shown is the standard set-up of the room. Please also note the difference between seats available and room capacity as they are different. A different room set-up and/or additional seating is available at a cost. The cost includes set-up and breakdown and varies based on your needs. Please DO NOT change the standard set-up of a room – this must be requested in advance with the Office of Student Activities and Union Services in Student Union 211 so appropriate staffing can be scheduled and events held in the room after your group is over are not impacted.

All rooms have pull down projection screens and portable technology can be delivered to your meeting room. No room is equipped with technology and requires a request in advance. Portable computer/AV carts are reserved on a first-come, first-serve basis.

For a full fee schedule, please visit the Office of Student Activities and Union Services website at: www.newpaltz.edu/saus/forms.html and look for Student Union Set-up and Rental Fees.

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<th>STUDENT UNION MEETING ROOMS IN REVIEW</th>
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Please review the following pages for photos and additional room information. Questions should be directed to the New Paltz Office of Student Activities and Union Services at 845-257-3025 or visit our office in Student Union Room 211.
**Student Union 401**

**LOCATION:** 4th Floor, just off elevator to the right.
**SEATING STYLE:** THEATRE WITH HEAD TABLE
**SEATS IN ROOM:** 52
**ROOM CAPACITY:** 68
**NOTES:** This room can be rearranged additionally for an additional cost for your event/conference.

PHOTO TAKEN FROM FRONT OF ROOM:

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**Student Union 402**

**LOCATION:** 4th Floor, just off elevator to the left.
**SEATING STYLE:** THEATRE WITH HEAD TABLE
**SEATS IN ROOM:** 34
**ROOM CAPACITY:** 38
**NOTES:** This room also has a TV mounted on the wall with cable access.

PHOTO TAKEN FROM FRONT OF ROOM:
**Student Union 407**

LOCATION: 4th Floor, take a right off elevator. It is the last room on the left.
SEATING STYLE: THEATRE WITH HEAD TABLE
SEATS IN ROOM: 51
ROOM CAPACITY: 51
NOTES:

PHOTO TAKEN FROM FRONT OF ROOM:

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**Student Union 408**

LOCATION: 4th Floor, just off elevator to the left. 2nd Door on right.
SEATING STYLE: THEATRE STYLE WITH TWO TABLES
SEATS IN ROOM: 26
ROOM CAPACITY: 26
NOTES:

PHOTO TAKEN FROM FRONT OF ROOM:
Student Union 409

LOCATION: 4th Floor, Take right of Elevator. Room is straight ahead.
SEATING STYLE: THEATRE STYLE WITH TWO HEAD TABLES
SEATS IN ROOM: 51
ROOM CAPACITY: 51
NOTES: This room can be re-arranged for an additional cost for your event and or conference

PHOTO TAKEN FROM FRONT OF ROOM:

Student Union 414

LOCATION: 4th Floor, Take left of Elevator. First room after stairwell on right.
SEATING STYLE: THEATRE WITH HEAD TABLE
SEATS IN ROOM: 34
ROOM CAPACITY: 34
NOTES:

PHOTO TAKEN FROM FRONT OF ROOM:
Student Union 416

LOCATION: 4th Floor, Take left of Elevator. Last room after stairwell on right.
SEATING STYLE: CONFERENCE TABLE
SEATS IN ROOM: 16
ROOM CAPACITY: 16
NOTES:

PHOTO TAKEN FROM FRONT OF ROOM:

Student Union 418

LOCATION: 4th Floor, Take left of Elevator. Proceed to Hallway on Left. Room is on the Right.
SEATING STYLE: HOLLOW SQUARE WITH ADDITIONAL SEATING THEATRE STYLE
SEATS IN ROOM: 16 at U-shaped tables, 44 (Theatre)
ROOM CAPACITY: 75
NOTES:

PHOTOS TAKEN FROM FRONT OF ROOM: