Outdoor Facilities Reservations – University Users

Summary/Purpose: This policy is for the reservation of all outdoor facilities including the Grove, the Circle, and the Student Union Plaza for university-sanctioned activities.

The Grove, Student Union Plaza and the Lyceum Circle are available, free of charge, to University of Mississippi departments and organizations. The spaces are available for university use for student organizations and campus departments. For spaces other than those listed, approval must be granted by the Ole Miss Student Union Office and/or Landscape Services. The Student Union Reservations Office does require that a University account number or Visa/MasterCard number be provided to ensure that the costs of any damages or excessive cleaning can be covered.

Block reservations can be made one semester at a time. Block reservations that include more than one semester will be processed as separate reservations and fees will be assessed accordingly.

All necessary paperwork must be completed and submitted to the Student Union Reservations Office in accordance with the deadlines set forth in this document. Failure to meet these deadlines could result in denial of your request or cancellation of your event.

Student organizations are required to fill out a Social Registration form online with OrgSync and receive approval before their reservation can be confirmed.

No reservations may be made up to 3 weeks prior to commencement.

Tent sizes in outdoor spaces are restricted to 10’x10’. No tents are permitted in the Grove or Circle eight (8) weeks prior to commencement. For larger tents, Landscape Services must approve. All tents may only be set up for 48 hours.

Flooring or artificial turf should be used to protect turf under tents between the Monday after the last home football game and commencement. Flooring must be removed after 48 hours.

No vehicles or heavy equipment allowed on turf areas without prior approval of the Director of Landscape Services.

Application of a Special Dura Deck Product or similar will be required for a release to drive in The Grove. The maximum limit of time is 48 hours.

Any large structure erected for use outdoors (i.e. tents) must be inspected by University Fire Services.

Stakes or spikes may not be used in the Grove due to underground water and electric lines.
Utility locates will need to be called in if staking of equipment is allowed. Approval for staking is granted by Landscape Services. In general, tents and tie-downs should be sandbagged or water barreled.

Carnival rides, horse rides, petting zoos, moon walks and/or bounce houses are not allowed in the Grove. Other activities are left up to the discretion of the Ole Miss Student Union office.

No open flames are permitted on the turf including portable fireplaces, grills, tiki torches, and fireworks. Other types are left up to the discretion of the Ole Miss Student Union office.

The University of Mississippi prohibits the disruption or disturbance of the University community by unreasonably loud amplified sound. With approval, amplified sound is permitted on Fridays from 5:00 p.m. until 11:59 p.m., on Saturdays from 12:00 p.m. until 11:59 p.m., and on Sundays from 2:00 p.m. until 9:00 p.m. Any initial violation of this policy will result in a warning to conform to the appropriate sound level, and a second violation will result in disciplinary action. Amplified sound is not permitted at any other time unless consent is granted by the Ole Miss Student Union and/or Office of the Dean of Students.

The user must issue work orders to Landscape Services for the setup and removal of any needed trash cans. The user will be responsible for ensuring all litter is removed from the Grove and placed in proper waste disposal dumpsters within 2 hours of the completion of the event. If the user fails to comply, the University will remove trash and time will be billed to the user for removal.

The user must issue work orders to Facilities Management if power is required for the user’s reservation.

Landscape Services should be contacted at (662)915-1846 before any plans are made for the setup of furnishings and/or equipment in the Grove.

The user will be responsible for any and all damages caused by acts of the user, its employees, agents, patrons, guests and artists whether accidental or otherwise.

All requests must include ample time before and after the actual event for any needed set up and take down. Users will not be granted access to the space prior to the designated start time and must vacate the space at the designated end time. These times are absolute and the user is expected to abide by these requirements.