

# We make events easy.

**FOUNDERS UNION**

UNIVERSITY OF  
LOUISVILLE

CONFERENCE  
CENTER

## Space & Location

Conveniently located less than three miles from both I-64 and I-264 in Louisville's east end, the University of Louisville Conference Center at ShelbyHurst Campus is the perfect location for your conference and meeting needs. With more than 17,000 square feet and 10 rooms of flexible, fully equipped event space, you can host groups of up to 500 people for single or multi-day events.

## Rental Information

We offer extraordinary service, exceptional convenience and outstanding value for your meeting dollar. In addition to the benefits below, we also offer a single point of contact who will work with you on all of your event needs. What could be easier?

### All room rentals include:

- Free parking
- Wireless internet
- Projectors and screens
- Microphones, if applicable
- Technology support
- Tables and chairs
- Setup and breakdown

## Catering

We have a list of approved caterers you may choose from, with menus and pricing to suit a wide range of tastes and budgets. And, there are no food and beverage minimums.

Find out more about catering at [louisville.edu/conferenceservices/catering](http://louisville.edu/conferenceservices/catering).

## Long-term Rentals

Whether you need a training room for six weeks or a temporary office for six months, we can provide you with secure, private space for the duration. We are a flexible alternative to leasing commercial space.

## Full Service Event Management

Coordinating your event logistics is included in your rental. We also offer complete meeting planning services such as securing speakers and entertainment, coordinating transportation and lodging, ordering food and décor, and managing your registrations. Whether you hold your event at our facility or elsewhere, we can do as little or as much as you need. Ask us for a proposal!

## Let Us Serve You

For additional information or to book our facilities, contact Lorraine Houghton, Sales Manager at **502.852.0360** or [louisville.edu/conferenceservices](http://louisville.edu/conferenceservices).

## ROOM CAPACITIES AND RENTAL RATES

### Founders Union

With a large ballroom and seven breakout rooms, Founders Union can be used for conferences, exhibit halls, association meetings, company retreats and more.

Room	Size	Seating Capacity				Weekday Rate	Weekend Rate
Ballroom A/B/C	5,500 sq. ft.	<b>TS:</b> 500 <b>HS:</b> 102	<b>CR:</b> 300 <b>US:</b> 88	<b>SC:</b> 140 <b>XB:</b> 80	<b>RT:</b> 300	\$700	\$800
Ballroom A/B	4,100 sq. ft.	<b>TS:</b> 300 <b>HS:</b> 56	<b>CR:</b> 156 <b>US:</b> 44	<b>SC:</b> 84 <b>XB:</b> 24	<b>RT:</b> 180	\$525	\$600
Lobby/136A/136B	2750 sq. ft.	Up to 40 exhibitors using 5' tables				\$525	\$550
Meeting Room 14 or 15	1,300 sq. ft.	<b>TS:</b> 56 <b>HS:</b> 24	<b>CR:</b> 42 <b>US:</b> 18	<b>SC:</b> 32 <b>XB:</b> 24	<b>RT:</b> 48	\$225	\$300
Meeting Room 201	1,100 sq. ft.	<b>TS:</b> 80 <b>HS:</b> 28	<b>CR:</b> 56 <b>US:</b> 22	<b>SC:</b> 54 <b>XB:</b> 24	<b>RT:</b> 48	\$325	\$400
Meeting Room 136 A or B	850 sq. ft.	<b>TS:</b> 40 <b>HS:</b> 20	<b>CR:</b> 24 <b>US:</b> 14	<b>SC:</b> 20 <b>XB:</b> 16	<b>RT:</b> 32	\$250	\$300
Meeting Room 211	750 sq. ft.	<b>TS:</b> 60 <b>HS:</b> 24	<b>CR:</b> 38 <b>US:</b> 16	<b>SC:</b> 36 <b>XB:</b> 20	<b>RT:</b> 30	\$250	\$300

### Founders Union Lawn and Patio

Whether hosting a company picnic, employee recognition, class reunion or outdoor performance, our park-like setting can accommodate large or small events.

Room	Weekday Rate	Weekend Rate
Lawn and Patio	\$700	\$800

### Burhans Hall

Burhans Hall is a great venue for smaller events. The flexible space works well for presentations, board meetings, retreats, workshops and more.

Room	Size	Seating Capacity				Weekday Rate	Weekend Rate
Meeting Room 162/163	2,350 sq. ft.	<b>TS:</b> 215	<b>CR:</b> 130	<b>SC:</b> 108	<b>RT:</b> 112	\$450	\$525
Meeting Room 207	1,381 sq. ft.	<b>TS:</b> 143 <b>HS:</b> 36	<b>CR:</b> 56 <b>US:</b> 30	<b>SC:</b> 72 <b>XB:</b> 30	<b>RT:</b> 72	\$325	\$400
Boardroom	400 sq. ft.	<b>XB:</b> 14				\$175	\$225

### Seating Options



**TS:**  
Theatre Style



**CR:**  
Classroom



**SC:**  
Square Clusters



**RT:**  
Round Tables



**HS:**  
Hollow Shape



**US:**  
U-Shape



**XB:**  
Executive Boardroom

Capacities listed are maximum not including AV equipment, catering tables, dance floor, etc.

All rates are per day.

A Certificate of Insurance is required for all events and must be received no less than three business days before the event start date. University of Louisville departments are eligible for a 15% discount on room rentals. Some restrictions apply. Pricing effective June 1, 2021 and subject to change. For detailed information about all policies, terms and conditions, visit <http://louisville.edu/conferenceservices/about/policies>.