



THEATER RESERVATION POLICY

The primary purpose of the Student Life Cinema is to serve as a movie venue for the student body. The ASLC Film Committee selects a variety of titles every week to represent a wide range of interests, both educational and entertaining. Registered Student Organizations (RSOs) and academic departments may also request use of the space during building hours (Mon - Fri 8AM - 12AM, Sat & Sun 11AM - 11PM) when the theater is not being used for pre-screening tests, maintenance, or other programming.

REQUESTS FOR THEATER SPACE MAY BE SUBMITTED IN TWO WAYS:

1. RESERVED EVENT

- a. The theater has limited availability during the day from 10AM - 5PM. Public Performance Rights must be secured for any movie shown in the theater. Reservation requests should be submitted to Amie Runk (arunk@admin.fsu.edu) or Kathleen Barber (ksbarber@admin.fsu.edu).

2. CO-SPONSORED EVENT

- a. RSOs may have an evening film screening as part of the SLC film series with the approval of the ASLC Executive Board. The co-sponsorships are subject to many considerations at the discretion of the ASLC Executive Board, Program Coordinator, and Building Director. Financial resources can also be requested on a need-basis. Co-Sponsorships are typically Monday night screenings.

RSO representatives (who hold a leadership position) may apply for a co-sponsored event by completing a Film Co-Sponsorship Form. They should be submitted to the Info Desk for Amie Runk or Kathy Barber, who will bring them to the Board for consideration. Legal public performance rights must be secured for every film shown in the ASLC. For more information about public performance rights and the Film Co-Sponsorship form, visit movies.fsu.edu and click the *Cinema* tab. Forms are available under the right hand side *SLC Programs* heading. Film Committee plans the schedule well in advance, so requests submitted several months early are more likely to secure a date.

*For more information, contact Amie Runk at arunk@admin.fsu.edu or
Kathy Barber at ksbarber@admin.fsu.edu.*

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