

Reservation Guidelines

Student Centers and Dining Management Office

All requests for events, meetings, programs, or activities in Brazos Park, Commons, and University Center are made and approved by the reservations and event planning team in the Student Centers and Dining Management Office, located in the lower level of the University Center. The office is open from 8:00 AM – 5:00 PM, Monday through Friday (except during University-recognized holidays), reached via phone at 817-272-2929, or email at ucrequest@uta.edu. (Please see Addendum 2 for specifics about day-of-event logistics and requirements.)