



Public Functions



Public Functions provides special event infrastructure support for campus departments and registered student organizations. They will arrange delivery, set-up, and take down of everything from tables and chairs to podiums and public address systems.

Fixtures and Equipment

Public Functions offers the following:

- Tables
- Chairs
- Floor lecterns
- Tabletop podiums
- Large or small trash receptacles
- Cork and peg boards
- Easels
- Barricades
- Cones
- Indoor/Outdoor staging (8", 16", 24", 48")
- Aisle standards (wooden or metal)
- Tensa barriers

The equipment is available with no rental fees; however, labor charges do apply to delivery, set-up, and take down services.

Audio/visual equipment is also available:

- PA systems/microphones
- Audio/video equipment
- TVs
- VCRs
- LCD projectors
- Overhead projectors

The equipment is available with no rental fee; however, charges do apply to equipment operation. Free estimates for sound technician services are available.



Types of Events Public Functions Supports

Unit Events

- College Open Houses
- Employee or Staff Meetings
- Commencement Ceremonies

Campus Events

- Quad Day
- Nevada Street Block Party
- Commencement

To Reserve Venues

Visit the Office of Facility Management and Scheduling at <http://www.fms.illinois.edu>

To request or verify a transportation closure, visit the Transportation Demand Management web page at

<http://www.fs.illinois.edu/services/more-services/tdm/closures>



To request service: my.fs.illinois.edu

For urgent assistance: 217-333-0340

For additional information or questions: fsserviceoffice@illinois.edu