

Decorating Guidelines

The Indiana University Auditorium is dedicated to detailing each event to the needs of individual clients, and we understand your decorations will help create the mood you desire. All decorations must be provided by the event client and cleaned at the end of the event. The Indiana University Auditorium does not have any decorations available and is not responsible for any items left overnight or after an event. Please keep in mind the following guidelines when planning on decorations.

- All decorations should be self-standing; nothing can be affixed in any way (including glue, tape, and thumbtacks) to surfaces including walls, floors, ceilings, furniture, and equipment.
- Suspending materials from the ceiling or light fixtures is prohibited.
- Covering or altering any artwork in any of our spaces is prohibited.
- The sidewalks, entries, passages, vestibules, halls, or stairs must remain unobstructed. Also, the doors, stairways, or openings that reflect, admit, or generate light (including exit lights and emergency lights) into any portion of the building, including hallways, corridors, and passageways may not be obstructed.
- Candles should be enclosed in votives or similar holders. Candles may not be placed in the restrooms or any other room that will not be attended. Please seek prior approval from Auditorium management before using candles.
- Flower petals are not allowed on non-protected surfaces as they may stain our floors and counters.
- The use of confetti or similar items that may stain our floors is not allowed.
- IU Auditorium management reserves the right to determine the appropriateness of all decorations in order to ensure that the facility remains clean and safe.
- Please note that additional charges may be incurred if an excessive amount of cleaning is required to return the space to a condition suitable for continued use.