

Bluebonnet Suite

Rules & Regulations

- The Bluebonnet Suite is primarily used for meetings, workshops, and conferences. Allowed events include cocktail receptions, wedding receptions, and small dinners. **Absolutely no parties allowed.**
- The Bluebonnet Suite will accommodate 65 people reception style or 40-50 people seated for dinner.
- The Bluebonnet Suite can be rented from 8 am until 10 pm **only**. The room must be vacated at 10 pm due to sleeping quarters directly above the room.
- Group requesting reservation needs to have a Room group block with the University Hotel. Please contact the hotel for more details.
- All food and beverages needed must go through University Catering Department.
- Hotel staff will set up the room per lessee's previously furnished instructions. Hotel staff will also do the cleanup. No hotel staff will be available to help with moving things into the Bluebonnet Suite. There is a setup fee based on the Group size and equipment requested. Please c the hotel for set up cost.
- Absolutely no furniture or accessories will be moved by Lessee in the two side seating areas.
- Live music and DJ's are prohibited in the Bluebonnet Suite. Soft CD or cassette music without amplification only.
- Lessee will be responsible for damages and guest behavior. Also, lessee agrees to reimburse repair costs for any damage done by his/her guests.
- Cancellation at least three days prior to meeting date is required to receive refund.
- All public areas in the Criminal Justice center, including the Hotel are tobacco free. This includes the Bluebonnet Suite, lobby, halls, guest rooms, etc.
- No screens, tables, chairs, and/or miscellaneous items may be stored in the exits and stairwells. All exits and stairwells must remain free and clear at all times.