



TF Green Hall Space Usage Guidelines

TF Green Hall, located at 7 Young Orchard Avenue, is managed by the Student Activities Office in collaboration with Production Workshop, Brown Music Co-op and Brown Theatre Collective and contains performance, rehearsal, and storage spaces which are used by student organizations.

If you have any questions, general inquiries can be directed to tfgreen@brown.edu or sao@brown.edu.

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Building Access, Hours of Operation & Requesting Space

Access to TF Green Hall

- All users of a valid Brown University ID card may swipe in at the exterior doors of TF Green Hall from **8am - midnight** during the academic year.
- During all University holidays and breaks, the building is closed.

Access to Rooms 108 and 112

- These practice rooms can be reserved by any Brown University student and come equipped with drum kits, amps, keyboard and microphones. Contact [Brown Music Co-op \(BMC\)](#) for more information regarding the equipment and reservation process for these small band rehearsal rooms.

Access to the Upspace and Downspace

- Contact [Production Workshop \(PW\)](#) for more information about reserving the Upspace, Downspace productions, and costume, prop or furniture rentals. More information can also be found on the [PW website](#).

Access to storage rooms and lockers

- Contact tfgreen@brown.edu for more information about renting a locker, available storage options and general inquiries. Lockers are available to any current Brown University student. All other storage options are only available to recognized student groups.

Access to Rooms 114 and 205

- These dance/music/movement spaces are available for use by reservation via [25Live](#) for recognized student organizations.

General TF Green Hall Usage Guidelines

- Please clean up after yourself.
- No food or drink (except water) is permitted in any space.
- Do not prop open any exterior doors.
- Where applicable, lock doors when you leave.
- Do not attach anything to the walls, ceilings or grids of any space without prior approval from SAO.
- Posters, signs or paper on corridor walls, doors, stairwells or other public areas are not permitted and will be removed without notice.
- No materials should be stored or left in the hallways.
- Respect the rights of others at all times.
- Follow Brown University policies and rules such as the [Brown University Code of Conduct](#) and [Brown University Student Conduct & Community Standards](#).

Contact List

Department of Public Safety: Emergency	401-863-4111
Student Activities Office	401-863-2341
Facilities Response	401-863-7800
Department of Public Safety: Non-Emergency	401-863-3322