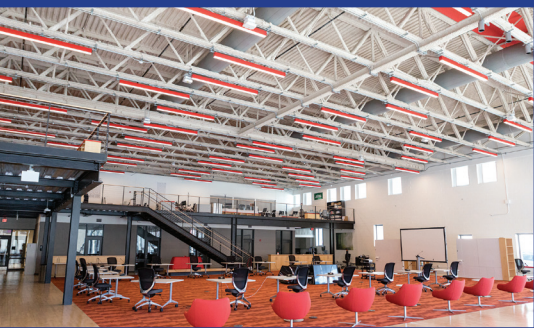




CONFERENCE SERVICES

Rental Venues



Host Your Next Event at NJIT



New Jersey Institute of Technology is poised to host your next training, conference, tradeshow, ceremony or recreational event, as the university is located in the center of one of New Jersey's premier event and meeting destinations. The availability of public transportation and proximity to New York City, just 20 minutes by rail, makes Newark an attractive destination for all types of events. NJIT's Wellness and Events Center (WEC) offers enhanced facilities with larger capacities, state-of-the-art equipment and flexible year-round scheduling. Our Conference Services team serves as your one-stop office for event scheduling and planning, including assistance with catering services on campus. Our team is dedicated and available to coordinate all of your parking, audio-visual and setup needs to ensure your event is a success!

HIGHLIGHT OF RENTAL FACILITIES

Wellness and Events Center (WEC)

The iconic 220,000 square-foot multipurpose venue is part of NJIT's expansive multimillion-dollar campus transformation which includes flexible event space.

	Maximum Capacity
Arena	4,200 (including floor seating) 3,500 (spectator seating)
Athletic Field	700 (spectator seating)
Indoor Turf Field	600
Practice Court A	500
Practice Court B	500
Multipurpose Room	300
Highlander Lecture Room	90
Pool Area	80 (spectator seating)
Arena Hospitality Suite	60
Soccer Field Hospitality Suite	40
Conference Room 1A	16
Conference Room 1B	13
Conference Room 3B	12
Conference Room 3C	12
Conference Room 3A	10
Conference Room 3D	6

- Maximum capacity based on theatre or conference style-seating
- Banquet-style seating available upon request
- Preferred setup may alter capacity

ANCILLARY CAMPUS VENUES

Campus Center (CC)

	Maximum Capacity
Atrium	300
Ballroom A	600
Ballroom B	100
Gallery	100
Faculty Dining Room	90
Meeting Room 215-230	20-30
Meeting Room 235	40
Meeting Room 240	45

Central King Building (CKB)

	Maximum Capacity
Central King Building 303	120
Central King Building 116	80

Naimoli Family Athletic and Recreational Facility Capacity

Maximum Capacity
900

For more information: Visit us online at strategievents.njit.edu



Wellness and Events Center (WEC)



NJIT WELLNESS AND EVENTS CENTER GENERAL INFORMATION

Arena Information

- Reserved seating capacity: 3,500
- Capacity with standing room on floor: 4,200

Arena Floor Dimensions

- Floor space with bleachers closed:
160' by 108' (17,280 square feet)
- Floor space with bleachers fully extended:
116' by 66' (7,656 square feet)

House Lights

- Multi-vapor bulbs
- Master blackout only – no dimmers
- No spotlights

House Sound

- Speakers: EAW 2-Way permanent mounted speakers
- Amplification: Crown DCi Series
- DSP: BSS London
- Mixing Console: Soundcraft Expression
- Intercom: Four (4) channels on three (3) wires with six (6) pin adapters using dual channel belt packs
- Sound Level: Average 90 – 92 dB with Peak SPL of 97 dB

Stage

- Size varies with event
- Preferred vendors:
Miller Rentals, Edison, N.J.
Alan Party & Tent Rentals, South Hackensack, N.J.

Pyrotechnics

- Pyrotechnics are strictly forbidden in the venue

Drones

- Not permitted in the venue (indoor)

Rigging

- Ceiling over center floor
- Main roofs are designed for a total uniform hung load from the bottom chord of 15psf
- Top chord is designed for a concentrated load of 300 pounds at any one spot along its length
- 16 rigging points per beam

Videoboard

- Dimensions: 15.75' high by 56.7' wide
- 10 mm LED screen
- Furnished by Panasonic

Electrical

- 4,000 amps, 3 phase, 480 volts

Hospitality Suites

- GDS Arena Suite: Third floor, maximum capacity 60
- Ben & Bernadette Aiello Soccer Field Suite: Third floor, maximum capacity 40

Conference Rooms

- 1A – First floor: 16 capacity conference-style
- 1B – First floor: 13 capacity conference-style
- 3A – Third floor: 10 capacity conference-style
- 3B – Third floor: 12 capacity conference-style
- 3C – Third floor: 12 capacity conference-style

Dow Foundation Group Exercise/ Multipurpose Room

- First floor: 300 capacity theater-style,
160 capacity banquet-style
- May be configured in various formats

Perry Theatre/Highlander Lecture Hall

- First floor: 45 or 90 capacity tiered lecture-style
- Fully integrated media system

Practice Courts A & B

- Second floor: 500 theater-style

Indoor Turf

- Third floor: 11,913 square feet
- Recreational activities only

Indoor Pool

- 8 lanes
- 25 yards in length
- Spectator seating for 80

Outdoor Athletic Field

- Spectator seating capacity – 700 persons
- Field meets Division I regulation size requirements

Wellness and Events Center (WEC)



Box Office/Ticketing Services

- On site ticketing services available

Security

- NJIT Police/Security (Public Safety)
- Metal detectors provided by NIT vendor

Note: Security requirements are determined by the size of anticipated attendance, type of event and event rider specifications.

Catering

- All catering must be purchased through Gourmet Dining Services via njitdining.com
- No outside food is permitted in the WEC, unless a waiver has been signed in advance.

GENERAL WEC POLICIES

Building Security

Creating a safe and secure environment for all of the NJIT students, staff and guests is a high priority for the WEC. We take the necessary measures to provide a place where everyone can have an enjoyable experience. WEC security personnel reserve the right to determine the method of security checks as deemed necessary, including the use of metal detectors, security wands, as well as the inspection of personal items such as handbags and backpacks. WEC also reserves the right to restrict certain items from being brought into the Building.

The following is a list of items that are not permitted in the WEC:

- Aerosol cans
- Animals/pets (except trained and certified service animals)
- Helium balloons, beach balls, silly string
- Coolers or ice chests
- Clothing containing vulgar language
- Drones
- Illegal drugs
- Laser pens and pointers
- Outside food and beverage
- Poles to display banners, flags, etc.
- Skateboards and/or rollerblades
- Strollers
- Unapproved pamphlets, handouts, advertisements or other solicitation materials
- Weapons of any kind (knives, pepper spray, tear gas, handcuffs, stun guns, etc.)

Service Animals

Trained guide dogs or service animals assisting guests are welcome inside the WEC. All service animals must remain on a leash or in a harness at all times.

Smoking Policy

The WEC is a smoke-free facility. Smoking of any type is not permitted inside the building. Designated smoking areas are located outside and are 25 feet from the building.

Solicitation/Vending

NJIT does not permit unauthorized soliciting or collecting of contributions, vending, distribution of flyers or other promotional/advertising materials on university property. Approval may be granted on an event by event basis; however, this must be arranged before the event date.

Ticketing

A valid event ticket or registration is required for admittance to the WEC unless otherwise indicated.

Lost & Found

Lost and found items should be delivered to the NJIT Public Safety Desk, located on the first floor of the WEC, or Department of Public Safety, located at 154 Summit Street.

Camera Policy

The WEC camera policy is determined by each event and therefore varies from event to event.

STRATEGIC EVENTS & CONFERENCE SERVICES

Contact Information:

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