

Event Planning Resources

Event Contacts

Campus Event Services

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| General Office | campusevents@utk.edu | 974-9941 |
| Kylea Boutwell, Director | boutwell@utk.edu | 974-9941 |
| Mary White, Admin Specialist | marywhite@utk.edu | 974-9941 |

Office of Emergency Management

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|----------------|--|----------|
| Brian Gard | bgard1@utk.edu | 974-9347 |
| Suzanne Rimmer | smc@utk.edu | 974-9347 |
| Brad Walker | bwalke39@utk.edu | 974-9347 |

Parking & Transit Services

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| General Office | parking@utk.edu | 974-6031 |
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Program for Minors

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| General Office | safety-minors@utk.edu | 974-1721 |
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UT Bakery

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| General Office | bakery@utdining.com | |
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Vol Catering

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| General Office | catering@utk.edu | 974-2406 |
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| Event Forms | Event Policies & Guidelines | Event Partners |
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| 25 Live | Alcohol Policy (OP00002-K) | Communications and Marketing |
| Archibus | Entertainment Policy (FI0715) | Conferences |
| Food Truck Interest Form | Indoor Space Usage Policy (FI00021-K) | Facilities Services |
| Special Parking Request Form | Outdoor Space Usage Policy (FI00022-K) | Parking and Transit Services |
| | Temporary Signage Guidelines | Public Safety |
| | UTK Mobile Food Vendors (FI00019-K) | Student Union |
| | Vending and Solicitations (FI0325) | Vol Dining |
| | | VolShop |

Facilities Fee Schedule

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| General Campus Fees | Student Union Facilities Fees |
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