

## **Room Reservations**

To reserve a room, email Special Events ([specialevents@uw.edu](mailto:specialevents@uw.edu)). Specify the desired time, date, and room. You can find a list of available rooms [here](#), as well as a guide for RSO room reservation policy (warning: confusing). If you would like to reserve a room or equipment for a special event, you will need to use the Hub's Event Management System (EMS). Get the login credentials for EMS and then visit [this page](#). You should find a list of available services.

## **Dawg Daze + Tabling**

UW hosts a series of events for first-years called Dawg Daze, and quizbowl usually likes to take part. RSOs are able to host events a few days before the beginning of classes (around mid-September). Event submissions are taken until a couple of weeks before. A list of resources for event hosts can be found at [this page](#). You can submit an event by logging in with the club NetID on the Dawg Daze Wordpress site, which can be found [here](#). The current list of rooms available for reservation can be found [here](#).

In addition to hosting a Dawg Daze event, quizbowl also runs a booth at the Student Activities Fair on the first few days of classes. The Student Activities Fair runs from 10:00 AM to 2:00 PM each day. You can find a list of resources and register for the fair [here](#). Registrations are accepted until mid-September.