

SUBJECT: OUTDOOR AMPLIFICATION POLICY		Page 1 of 2
Policy Number:	Supersedes:	
Effective Date:	Previously Issued:	
DEPARTMENT: EVENT SERVICES		

1. STATEMENT OF POLICY:

Loyola Marymount University departments, including faculty, staff and student organizations, may plan events with outdoor amplification through the Event Scheduling office for university events. This policy also includes amplified events scheduled in the University Hall Atrium.

2. PURPOSE:

The purpose of this policy is to set forth the conditions under which Loyola Marymount University departments may request and schedule events with outdoor amplification. Additional restrictions and conditions are outlined for Student organizations. These requests will abide by the current policy outlined in the Student Leadership and Development Amplification Policy. Click [here](#) for policy.

3. DEFINITIONS:

Amplification: Amplified sound includes events using music, speaking or video presentations.

4. GUIDELINES:

4.1. Outdoor amplification requests are processed online through the Event Scheduling office. Requests are processed on a first-come first-served basis.

4.2. Outdoor amplification events are available for scheduling during the following times:

Sunday - Thursday: 8:00am-8:00pm\*  
Friday - Saturday: 8:00am-11:00pm\*

\*Additional time restrictions may apply to certain areas due to proximity to campus residents or academic class buildings.

- 4.3. Event requests must be received at least 7 days prior to event date to guarantee processing. Hannon Lawton Event Plaza requests must be received 14 days prior to event date.
- 4.4. The University reserves the right to limit, modify or end outdoor events that generate noise that is disruptive to the surrounding community.

## 5. LIMITATIONS:

### 5.1. Dates

All events are subject to the University Scheduling Policies.

### 5.2. Locations:

- 5.2.1. Requests for amplification in the Red Zone ([see addendum A](#)) require approval from the Vice President of Administration.
- 5.2.2. Amplification requests for the University Hall Atrium will be reviewed and approved based on the academic class schedule.
- 5.2.3. Amplification requests for Hannon Lawton Event Plaza and surrounding area must follow guidelines set forth in the Outdoor William H. Hannon Library Spaces Policy. Click [here](#) to view this policy.

### 5.3. Services:

- 5.3.1. The amplification policy applies to all events regardless of who supplies the equipment.