

Summer Conferences Policy

- Scheduling priority is given to returning conference groups
- Requests for conferences accepted via written request from August 1st through December 15th
- Requests made between December 15th and January 15th may be considered based on availability of space(s) requested
- Requests made after January 15th will be denied
- There is a contracting period between December 15th and January 15th
- The deadline of receipt of signed contract and deposit is February 15th
- Conferences may be scheduled between June 1st and July 31st to not impede on College move-out in May and move-in in August. This applies to residential housing and dining services in the Cornell Campus Center.
- Group Minimums (must meet at least 3 of 4 criteria to qualify):
 - Group must stay a minimum of two nights concurrently in College housing
 - Group count must exceed 25 guests
 - Group must fill a minimum of 70% of beds in assigned Residential Organization housing or traditional residential hall
 - Group total charge (including dining plan) must exceed \$10,000.00
- Housing Policies:
 - Groups are not guaranteed sole use of the traditional residence hall or Sutton Apartment building. Groups will not share a floor of the same residence hall if all group minimums are meant (see above)
 - Minors will not be allowed housing in Sutton Apartments unless housed with their parent or legal guardian
 - Sutton pool is never accessible to conference guests due to liability reason