



Campus Information for non-WSU Spokane Groups

Campus Map: <https://spokane.wsu.edu/facilities/parking/campus-map/>

Campus Addresses: <https://spokane.wsu.edu/about/contact-us/>

Contact Information:

WSU Spokane Scheduling: 509-358-7536

Parking Services: 509-368-6999

Facilities Operations: 509-358-7994

Campus Security: 509-358-7995

Tobacco-Free Campus:

Please notify campus visitors that the WSU Spokane Campus is tobacco-free. You may want to use the following language in your publicity: “The WSU Spokane Campus is tobacco-free. Smoking and other forms of tobacco are not allowed on campus property, including parking lots, sidewalks, and grounds.”

Emergencies:

In case of emergency, call 911. If there is a non-emergency safety and security issue, contact WSU Spokane Campus Security at 509-358-7995.

Parking: <https://spokane.wsu.edu/facilities/parking/>

Parking on campus is limited. Visitors may purchase hourly or daily permits via the HONK app.

Event sponsors may also pay in advance for their guest parking. If this option is requested, you will be given a code to provide to your guests. Guests will use this code in the “add promo” section of the HONK app. No paper permits are given.

WSU Spokane Parking Services can recommend a parking lot for your event, confirm rates, and advise accessibility parking options. Contact Parking at 509-368-6999 or Spokane.parking@wsu.edu

Disabilities Accommodation Statement for Your Use:

Event advertisements should include information on how to request a reasonable accommodation. Event attendees requiring reasonable accommodations should contact the event organizer prior to the event. Accommodation requests must be made within a reasonable time frame to allow the event organizer to implement the accommodation.

If you have questions about any requests you receive for accommodations, contact the Event Scheduling Coordinator at Spokane.Schedule@wsu.edu or 509-358-7536

WSU Spokane Logo & Usage Guidelines:

For questions regarding use of the WSU Spokane logo on event marketing materials, please contact Communications at spok.com@wsu.edu or 509-358-7504.

Information also is available online at:

<https://spokane.wsu.edu/communications/marketing-brand/>

Alcohol Service:

- You (or your caterer) will need to obtain a banquet permit from the Washington State Liquor Control Board:
<https://lcb.wa.gov/licensing/banquet-permits>
- You will be required to provide a copy of the liquor license/banquet permit to WSU Spokane with your signed rental agreement prior to the event.
- You must physically display the permit at your event
- You also need to notify Facilities Operations (509-358-7994) that alcohol is being served on campus.