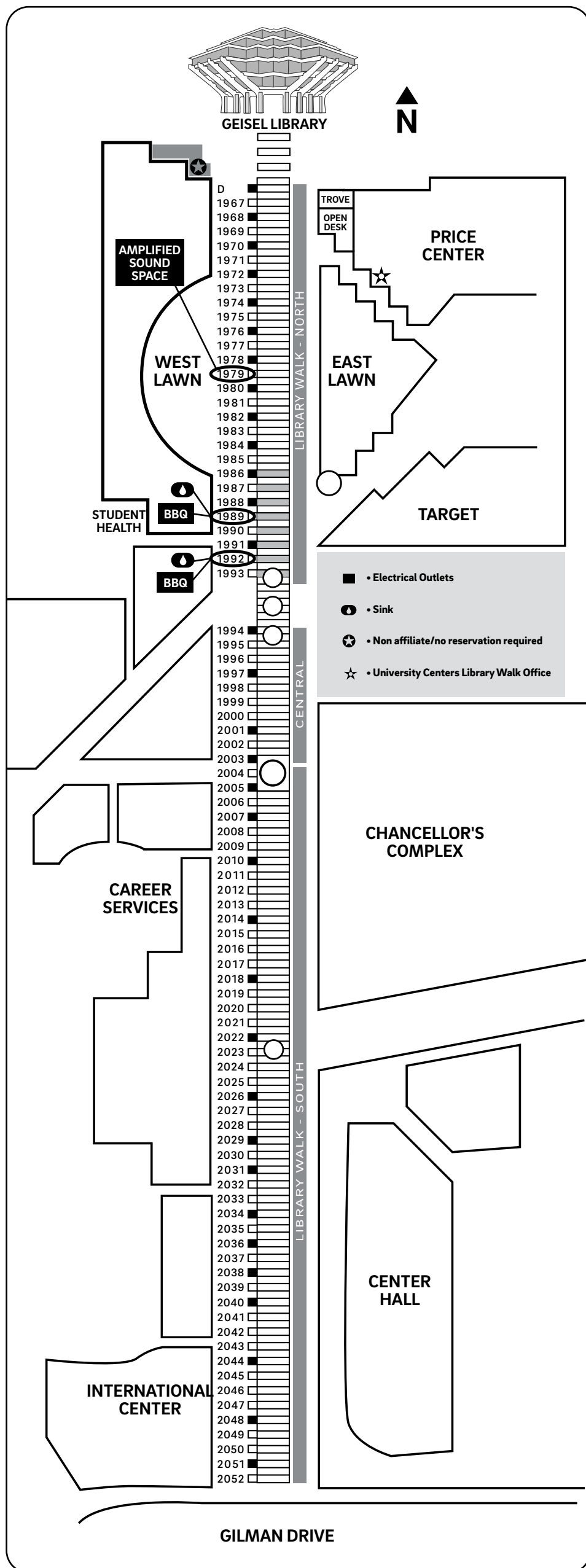


# LIBRARY WALK



## To reserve a space

1. Obtain a confirmed space reservation from the Event Services & Reservations Desk at least three (3) business days in advance through [reservations.ucsd.edu](https://reservations.ucsd.edu). Remember to reserve a free 6' table if you need one, since quantities are limited, tables are not guaranteed for every reservation. Tables may be set up on the first 5' of the walk (no east side tables).
2. This map identifies all the available spaces on the Library Walk. Locate your space by matching the year number on your reservation with the year number on the map.
3. If you reserved a table in advance, visit the Library Walk office, located on level 2 above Price Center Plaza, around the corner from Open Desk, on the day of your event with your reservation confirmation and UC San Diego I.D. to claim your table. The Library Walk attendant will hold your I.D. as a deposit until the table is returned.

**NOTE:** An information table is intended solely for the display of information upon the tabletop itself. Information tabling would not require a [TAP](#). Any tabling or event beyond simple information tabling would require a TAP and organizations must receive a tentative reservation at least twenty-one (21) days prior to the start date of your event (should be longer if your event is large and/or complex).

## Policy and Procedures

Official policies and procedures for the space can be found [on the University Centers website](#).

