

### First Day of Reservations: January 21



Officially recognized student organizations may begin making reservations at 9:00am on Wednesday, January 21 for Fall 2015 Union Spaces and Spring 2015 General Purpose Classrooms at [ems.union.unc.edu/VirtualEMS/](https://ems.union.unc.edu/VirtualEMS/). Phone and walk-in requests will be accepted from 1:00pm-5:00pm on this date.

All organizations wishing to book space must take and pass the online reservations training [here](#) in order to make reservations in spaces booked through the Union's Office of Event Services. Upon completion of the training module, users will receive a user ID and password for [Virtual EMS](#), our online reservation tool. Due to increased volume, online trainings must be completed by 5pm on January 16 to ensure that your organization receives a username and password prior to the First Day of Reservations.

Questions? Contact Carolina Union Event Services at (919) 966-3832 or [eventservices@unc.edu](mailto:eventservices@unc.edu).

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