



Meetings & Events Guidelines

As of June 3, 2021

As of May 19, 2021 the CDC & State of Connecticut reduced restrictions, therefore the following guidelines are in effect. We are committed to assisting you in achieving your meeting objectives and ensuring the success of your events safely. We will partner with our clients to ensure each group's program and events meet or exceed their individual safety and protocol needs.

What makes Mohegan Sun uniquely positioned to handle events safely?

- As a Tribal Nation we have our own Health, Fire, Police & EMS departments located adjacent to the resort and on-site daily.
- Location is easily accessible for attendees to drive in from the Northeast with complimentary parking.
- 275,000 square feet of indoor meeting space provides a footprint that allows multiple room set ups to facilitate any size event.
- Resort layout allows all guests to travel from their guestrooms or hotel lobbies into our two Convention Centers without having to enter the casino.
- Ample bandwidth for any web broadcast or digital/virtual component from both convention centers.
- Ability to satisfy a variety of culinary tastes in our numerous on-site dining options.
- Guestrooms, function space and restaurants all under one roof provides a consistent safety and sanitation.

Mohegan Sun Property Wide Safety Initiatives:

- UV Light disinfecting technology installed throughout the resort air handlers.
- Property wide air handler exchanges utilizing 100% fresh air instead of recycled air.
- Purell stations and disinfecting wipe stations throughout the property.
- Smoking areas have been designated to outdoor areas to allow a smoke free indoor environment.
- Remote thermal temperature scan of all team members & guests on entry, anyone that presents with a temperature of 99.9 degrees or higher will be notified and requested to seek medical attention.
- Face masks are mandatory for all non-vaccinated team members and guests at all times except when eating. Vaccinated team members and guests do not need to wear facemasks on property.
- Plexiglass being used at many transaction locations.
- All public and back of house areas are kept sanitized and disinfected.

- **Hotel:**
 - Guests have the ability to check in remotely utilizing our kiosks located in the hotel lobby.
 - Express check out is available via in room TV and key drop boxes, with the option of emailed receipts.
 - Hand sanitizer stands are placed near elevator landings on each floor.
 - Luggage drop location is available for hotel guests prior to self-park.

- **Guestroom and Housekeeping Service:**
 - Hotel rooms are cleaned and disinfected prior to guests' arrival using electrostatic sprayers to disinfect all hard and soft surfaces.
 - Housekeeping services available upon request.
 - All rooms have an iPad displaying in-room dining options.

- **Restaurants, Bars & Room Service:**
 - Multiple options for take-out meals are available.
 - Outdoor dining areas are available for guests to enjoy takeout.
 - Room Service deliveries are contact free, staff will knock on guestroom door and leave order for guest.

- **Meeting & Event Guidelines:**
 - It is recommended that seating be spaced to allow for additional distancing although no required.
Suggested meeting room set up:
 - Schoolroom – set with 2 per 6' table
 - Rounds – set with 6 – 8 people per 6' round
 - Theater – set with 8 per row with cross aisles
 - Hand sanitizer stations are placed throughout convention center areas.
 - Encore, our audio visual partner, provides solutions to facilitate a virtual event component as part of your event:
 - Video Conferencing: Two-way real time communication.
 - Webcasting & Recording: Broadcast to a large, dispersed audience.
 - Simultaneous Interpretation: Interpretive services so presenters and attendees understand each other in real time.
 - Hybrid Events and more.

- **Trade & Consumer Show Guidelines:**
 - **Event Set Up**
 - Suggested 10' + aisles.
 - One way entry / exit to show with appropriate signage.
 - Disinfecting stations to be set in the aisles.

- **Banquet Food & Beverage Service:**
 - Rolled silverware and bottled water will be placed at each setting.
 - Breaks:
 - Coffee breaks may be self-serve with disinfecting station on break, or server attended with an additional charge of \$35 per server.
 - All break items may be individual packaged.
 - Plated meals:
 - Bread can be served table side or set on B&B plate with butter.
 - Salt & pepper shakers will be set (2) sets per table.
 - Buffets:
 - All buffets maybe server attended and single sided with one entry/exit.
 - Food stations may be server or chef attended with an additional charge of \$35 per server or \$100 per chef based on attendance and menu selection. Estimate 1 server per 2-3 items served.
 - Disinfecting station at buffet.

- **Capacity Charts:**

Sky Convention Center:

MOHEGAN SUN - SKY CONVENTION CENTER - UNCAS BALLROOM CAPACITIES CHART												
When Capacity Includes Standard Audio Visual: (*Large Salons = LCD Projector set 22' from Screen) (**Small Salons = LCD Projector set 15' from Screen)				10' aisles			Including Standard Audio Visual			No Audio Visual	* = Capacity with	No Audio Visual
Meeting Room	Dimensions			Exhibits 8x10	Exhibits 10x10	Theater	2 chair per 6' table			8 chairs per 6' round	Reception	
	Sq. Ft	Width	Length				Ceiling Height	Schoolroom	U-Shape			Hollow Square
Uncas Ballroom*	36,556	152	240.5	23'	222	184	3,400	1,720	198	240	1,728	3,400
Salon A W/O Corridor*	7,342	152	48.3	23'	43	31	612	324	98	108	288	480
Salon A*	9,774	152	64.3	23'	55	48	630	432	102	120	384	680
Salon B*	8,436	152	55.5	23'	49	38	770	378	102	116	384	680
Salon C*	8,436	152	55.5	23'	49	38	770	378	102	116	384	680
Salon D W/O Corridor*	7,342	152	48.3	23'	43	31	612	324	98	108	288	480
Salon D*	9,774	152	64.3	23'	55	48	630	432	104	120	288	680
Salon A1**	2,333	48.3	48.3	23'	12	10	220	84	36	48	128	192
Salon A2**	2,671	55.3	48.3	23'	12	10	260	84	40	52	128	192
Salon A3**	2,333	48.3	48.3	23'	12	10	220	84	36	48	128	192
Salon B1**	4,218	76	55.5	23'	24	20	408	168	54	68	192	336
Salon B2**	4,218	76	55.5	23'	24	20	408	168	54	68	192	336
Salon C1**	4,218	76	55.5	23'	24	20	408	168	54	68	192	336
Salon C2**	4,218	76	55.5	23'	24	20	408	168	54	68	192	336
Salon D1**	2,333	48.3	48.3	23'	12	10	220	84	36	48	128	192
Salon D2**	2,671	55.3	48.3	23'	12	10	260	84	40	52	128	192
Salon D3**	2,333	48.3	48.3	23'	12	10	220	84	36	48	128	192
Salon A, B & C*	28,044	152	176.3	23	171	147	3,034	1,200	150	196	1248*	2,040
Salon B, C & D*	28,044	152	176.3	23	171	147	3,034	1,200	150	196	1248*	2,040
Salon A & B*	18,194	152	119.7	23'	115	100	1,924	760	126	160	768*	1,488
Salon B & C*	17,024	152	112	23	101	85	1,836	676	126	160	720*	1,488
Salon C & D*	18,194	152	119.7	23'	115	100	1,924	760	126	160	768*	1,488
Salon B1 & C1*	8,512	76	112	23'	51	40	864	360	86	108	432	750
Salon B2 & C2*	8,512	76	112	23'	51	40	460	360	86	108	432	750
Salon A1 & A2*	5,009	103.7	48.3	23'	28	21	460	192	72	84	256	408
Salon A2 & A3*	5,009	103.7	48.3	23'	28	21	460	192	72	84	256	408
Salon D1 & D2*	5,009	103.7	48.3	23'	28	21	460	192	72	84	256	408
Salon D2 & D3*	5,009	103.7	48.3	23'	28	21	460	192	72	84	256	408
Corridor - West	1,520	152	10	23'	Above represents maximum exhibits without F&B							
Corridor - East	1,520	152	10	23'								
Pre-function	11,032	260.8	42.3	25'								1,494
Updated as of 6/3/2021												

**MOHEGAN SUN - SKY CONVENTION CENTER - LOBBY LEVEL MEETING ROOMS
CAPACITIES CHART**

When Capacity Includes Standard Audio Visual: LCD Projector is set 8' from screen					Including Standard Audio Visual			No Audio Visual		Including Standard Audio Visual	No Audio Visual
Meeting Room	Dimensions				2 chair per 6' table					8 chairs per 6' round	Reception
	Sq. Ft	Width	Length	Ceiling Height	Theater	Schoolroom	U-Shape	Hollow Square	Conference	Rounds	
Wampanoag	840	27.0	31.1	9'	72	24	18	24	20	32	80
Oneida	811	27.0	30.0	9'	72	24	18	24	16	32	80
Penobscot	811	27.0	30.0	9'	72	24	18	24	16	32	80
Passamaquoddy	841	27.0	31.1	10'	72	24	18	24	20	32	80
Brothertown	871	28.0	31.1	10'	72	24	18	24	20	32	80
Stockbridge	281	14.1	20.0	8'	21	8	6	8	12	8	30
Montauk	300	15.0	20.0	8'	21	8	6	8	12	8	30
Shinnecock	866	27.0	32.0	9'	84	24	18	24	20	32	90
Shinnecock 1	409	27.0	15.1	9'	40	12	14	16	16	16	45
Shinnecock 2	408	27.0	15.1	9'	40	12	14	16	16	16	45
Nipmuc	866	27.0	32.0	9'	84	24	18	24	20	32	90
Nipmuc 1	408	27.0	15.1	9'	40	12	14	16	16	16	45
Nipmuc 2	408	27.0	15.1	9'	40	12	14	16	16	16	45
Narragansett	949	27.1	35.0	10'	84	24	18	24	20	48	90
Narragansett 1	462	27.1	17.1	10'	40	12	14	16	16	16	45
Narragansett 2	462	27.1	17.1	10'	40	12	14	16	16	16	45
Abenaki	1,456	26.0	56.0	10'	143	54	30	36	32	64	150
Nehantic	896	27.1	33.1	10'	84	30	18	24	20	32	80
Pequot	869	27.1	32.1	10'	72	24	18	24	20	32	80
Paugussett	562	18.1	31.1	10'	48	16	16	20	20	24	60
Schaghticoke	1,145	26.0	44.0	10'	120	42	26	32	32	48	130
Oneida/Penobscot	1,404	54.0	26.0	9'	168	60	34	40	36	64	160
Passamaquoddy/Brotherto	1,432	55.1	26.0	10'	180	60	34	40	36	64	190
Shinnecock/Nipmuc	1,407	54.1	26.0	9'	180	54	34	40	32	64	170
Nehantic/Pequot	1,431	26.0	55.0	10'	180	60	34	40	36	64	140
Pequot/Paugussett	1,199	26.0	46.1	10'	144	48	30	36	28	64	120
Nehantic/Pequot/Paugusse	1,926	74.1	26.0	10'	252	84	46	52	48	96	250
Delaware Boardroom	449	16.0	28.1	9'			N/A	N/A	16		N/A
Pre-function	4,922			10'							656
Updated as of 6/3/2021											

Earth Convention Center:

MOHEGAN SUN - EARTH EXPO & CONVENTION CENTER													
CAPACITIES CHART													
Meeting Room	Dimensions				10' aisles	* = Capacity with Standard Audio Visual							
	Sq. Ft	Width	Length	Ceiling Height		Exhibits 10x10	Theater	Schoolroom	U-Shape	Hollow Square	Conference	8 chairs per 6' round	Reception
Expo	112,108	211	602	22' - 30'	500	6,230	3,115					4,480	6,230
Expo Foyer	7,142	115	86	17'									450
Earth Ballroom	17,902	107	178	17'	80	1,540	800	126	156			800	1,750
Earth Ballroom A	9,037	107	90	17'	40	780	360	74	100			392	875
Earth Ballroom B	8,865	107	91	17'	40	780	360	74	100			392	875
Earth Ballroom Pre-Function	3,287	34	121	17'									220
Gateway	4,368	24	182	17'	20	422	116						350
Terrace	3,500	35	100										250
Spring Meeting Rooms													
Corn Planting	489	19'8"	26'2"	10'		40	16	16	16	12		16	50
Maple Sugar	488	19'8"	26'4"	10'		40	16	16	16	12		16	50
Strawberry	489	19'8"	26'	10'		40	16	16	16	12		16	50
Corn Planting / Maple Sugar	977	19'8"	52'	10'		100	36	32	36	28		40	100
Strawberry / Maple Sugar	977	19'8"	52'	10'		100	96	32	36	28		40	100
Corn Planting / Maple Sugar / Strawberry	1,465	19'8"	78'6"	10'		120	58	48	32	44		64	150
Peeping Frog	727	27'10"	27'8"	10'		72	24	18	24	12		32	75
Summer Meeting Rooms													
Thunder / Harvest / Hot Suns	2,644	38'	77'	10'		252	96	46	52	40		120	270
Thunder	884	38'	26'2"	10'		70	36	18	20	16		40	90
Thunder 1	457	17'7"	26'2"	10'		40	16	12	16	12		16	45
Thunder 2	427	18'2"	26'2"	10'		40	16	12	16	12		16	45
Thunder / Harvest	1,822	38'	52'6"	10'		182	84	36	40	28		80	180
Harvest	938	38'	27'	10'		84	46	18	24	16		40	100
Harvest 1	469	19'1"	26'4"	10'		42	16	16	16	12		16	50
Harvest 2	469	19'1"	26'4"	10'		42	16	16	16	12		16	50
Harvest / Hot Suns	1,760	35'9"	50'4"	10'		175	84	36	40	28		80	180
Hot Suns	822	35'9"	24'	10'		70	36	18	20	16		40	90
Hot Suns 1	409	19'1"	24'	10'		40	16	12	16	12		16	45
Hot Suns 2	413	19'1"	24'	10'		40	16	12	16	12		16	45
Fall Meeting Rooms													
Falling Leaves	530	20'4"	28'10"	10'		40	16	16	16	12		16	50
Hunting	468	18'	26'	10'		40	16	16	16	12		16	50
Winter Meeting Rooms													
Wolf Boardroom	1,113	19'2"	56'5"	11'						28			
Cold Moon Pre-Function	337	17'2"	19'6"	11'									35
Snow Wading	469	19'9"	24'4"	11'		40	16	16	16	12		16	50
Beaver	575	36'3"	15'10"	11'		40	16	16	16	12		24	56
Updated as of 6/3/2021													