Online VAC Wall Booking Instructions

ArtsGear Signout

Western Arts&Humanities





1) Visit https://www.uwo.ca/visarts/resources/artsgear.html



- 2) Create an account Please note: It may take up to 24hrs to be approved.
- 3) Sign in

All Items 5 results



4) Navigate to "Category" > Select "Wall Booking" to see all walls or Select a specific wall "Wall E"

5) Click to "Reserve" a panel



- 6) Select reservation dates (up to 7 days)
- 7) Click "Add Items"

2



6) Click "Reserve" to add additional walls/panels to cart (as needed)



7) Click "Cart" to submit reservation request

Reservation Cart

Dates Pickup	Dates Oct 24, 2022-Oct 28, 2022		Pickup Location John Labatt Visual Arts Centre VAC 224 London, ON, NSY2E3 Canada		
	Name		Reques	sted	Actions
•	Wall E Pan	12	1	\$	Remove
	Wall E Pan	13	1	٢	Remove
•	Wall E Pan	15	1	\$	Remove
Notes or requests about this reservation:					
€ Save	Back To Reservatio	ns Add Items		✓ Submit Reservation	Cancel Reservation

6) Click "Submit Reservation"7) Log out8) An email will be sent from artsgear@uwo.ca to approve or deny reservation request