TREAT GRAND FOYER/ROTUNDA LAYOUT:

Title:			
Date:			
Start Time:	To Music Parlor		
End Time:	To waste i arror		\searrow
Est. # Attending:	e S		
ROOM LAYOUT CHECKLIST:	To VC Entrance		
SET UP:	/C E		Front
Head/Presentation Table 6' or 8')	To V		Desk
Food Table(s) (banquet)		13'2" width	<u> </u>
Food Table(s) (round)			
Other			_ /
Bar			
AV NEEDS:			
[] Microphone (lapel, handheld wireless or wired			
mic)			
[] Podium (tabletop or standing)			0/
BAH Use Only:			
		Entrance (Double Doors	s)