

REQUESTED ROOM SET-UP MUST BE ACCOMPANIED BY COMPLETED FACILITY/ROOM USE REQUEST FORM

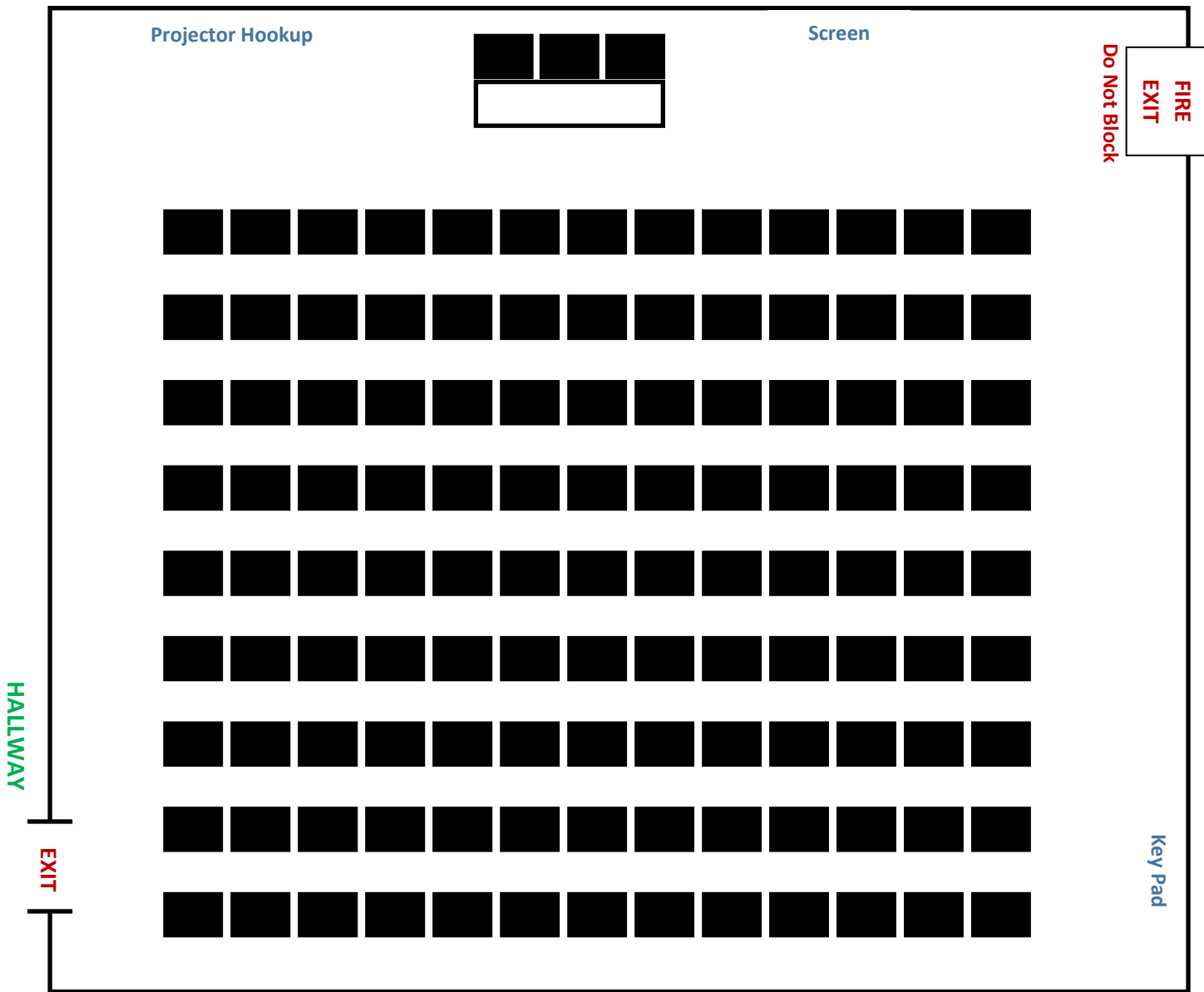
ROUTE 12 ASSEMBLY ROOM (Assembly Side Set Up "A")

(Note: The diagram below is not to scale)

■ = Chair
□ = Table

*** MICORPHONES NOT ALLOWED**

Maximum Seating Capacity = 120



Organization: _____

Requested Date of Use: _____

Contact Person: _____

Telephone Number: _____

Start Time of Use: _____

End Time of Use: _____

Request That Partition Between Rooms be Closed: Yes _____ No _____

Additional Equipment Needed (If Available): _____

Person Making Request: _____ Date of Request: _____