

LAYOUT FOR THE WEST MEETING ROOM

Office Use:

Received _____

Maintenance _____

Jerry _____

MUST BE IN THE Parish Center Office ten (10) days before!
St. Joseph Church Fax # 882-5235

MEETING ROOM accomodates 70-75 with the round tables, 100 with chairs only. No microphone connection.

DATE _____ ACTIVITY _____

CONTACT PERSON _____ PHONE # _____

Needs: podium _____ screen _____ projector _____ Other _____

Long Tables # _____ Round Tables # _____ Chairs # _____ Card Tables # _____ Other _____

PLEASE DRAW YOUR LAYOUT IN THE AREA BELOW

