COMMUNITY CENTER NEW BOARD ROOM PODIUM FOR RESIDENTS/PRESENTERS <u>©</u> EXTRA 16 ARM CHAIRS ALONG WALLS 24 REGULAR CHAIRS AT CONFERENCE TABLES

«ENTRANCE

FLOOR PLAN - TABLE SET-UP INSTRUCTIONS:

GROUP NAME:

RESIDENT NAME:

EVENT DATE:

TIME: PARTY

GUEST COUNT: 30-35 CHAIRS NEED TO BE OUT

BUFFET

COFFEE STATION HERE IN CORNER

ALCOHOL BEVERAGE AND _____
CERT OF INS SUBMITTED ____