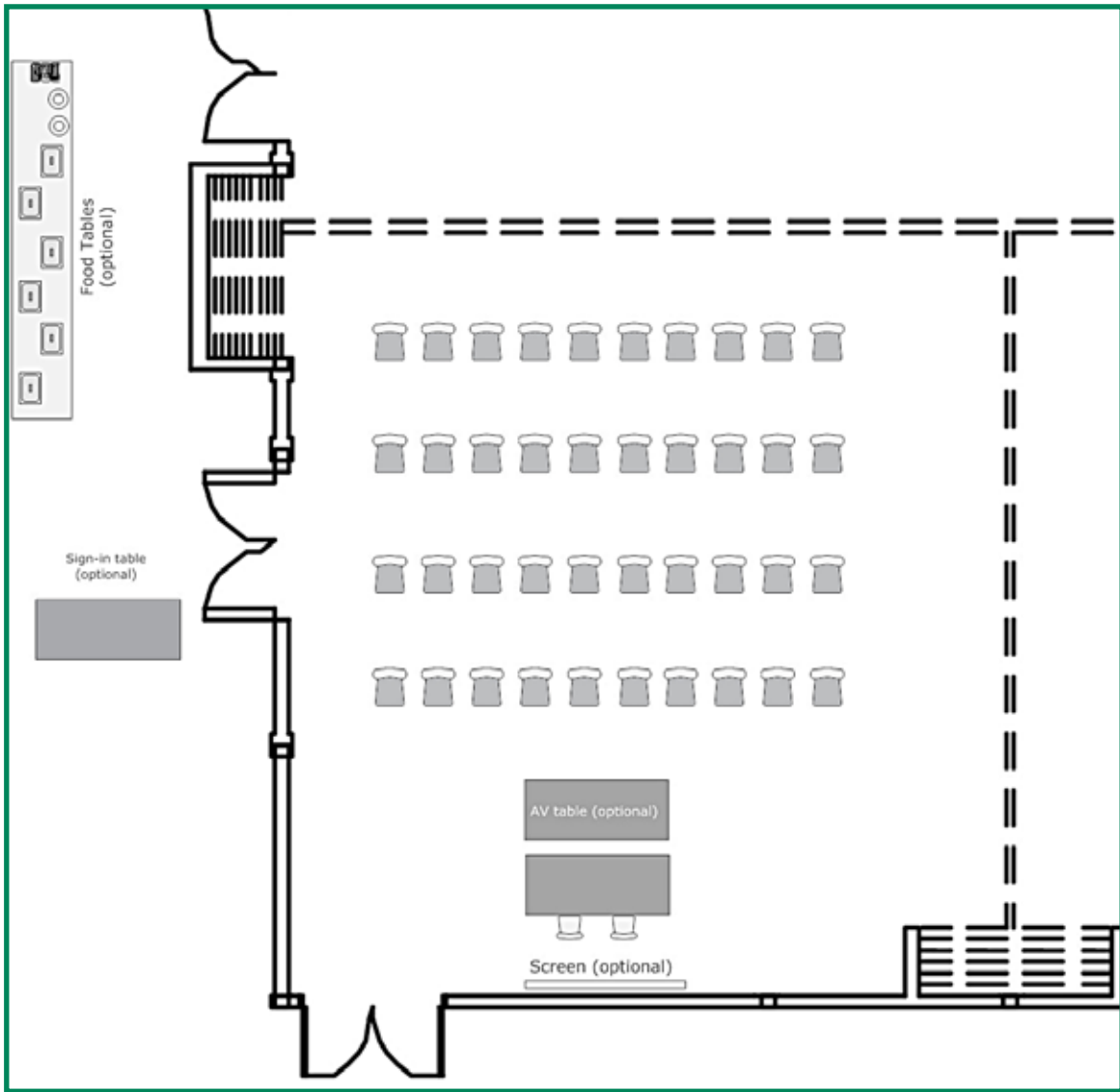




## Theatre Layout - Quarter Room



### Seating/Tables

\_\_\_ chairs

Head table  yes  no

\_\_\_ chairs at head table

Podium  yes  no

Registration table  yes  no

### Caterer being used:

\_\_\_ catering tables

### Audio/Video Needs

Microphone  yes  no

Screen  yes  no

Projector  yes  no