EVENT SETUP FORM

INDICATE FURNITURE PLACEMENT BELOW

How many people are attending? Da Will you need the stage? Co		Date & Time of Event Contact Person Cell Phone No
Front of Church Entrance	Sanctuary side pulldown screen	Chapel
Library	Oberholtzer Hall	To Fellowship Hall>
Restroom		Entrance From Breezeway
<to Oberhol- tzer Hall</to 	Fellowship Hall	Available Tables: 6' Long Tables (seat up to 8 chairs) 8' Long Tables (seat up to 10 chairs) Round Tables (seat up to 6 chairs) (We have 9 round tables, and 18 - 8' tables) Parking Lot Outside Porch
	Kitchen	