

Conference Room 4

Please return to Festival Operations
Room 2010, MSC 4201
568-1715 (phone), 568-2599 (fax)

Event Title: _____

Org / Dept Name: _____

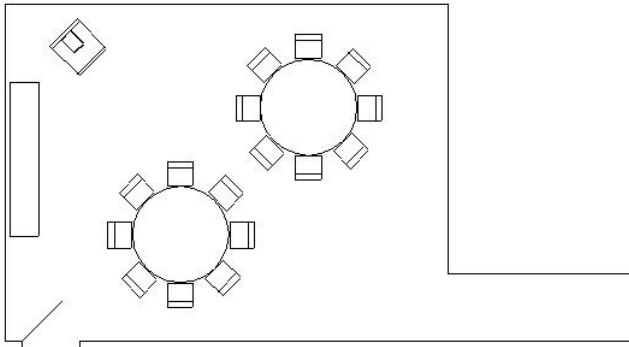
Event Date(s): _____

Event Time: _____ am / pm to _____ am / pm

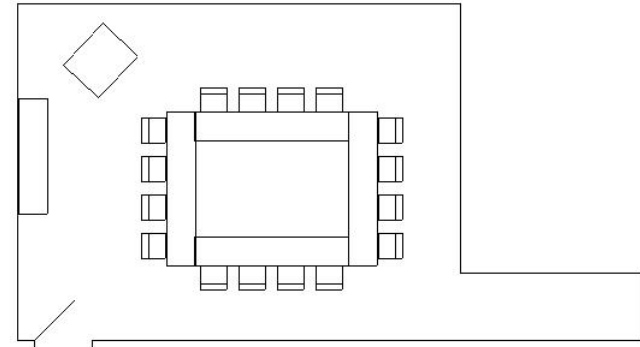
Contact Name: _____

Contact Phone #: _____

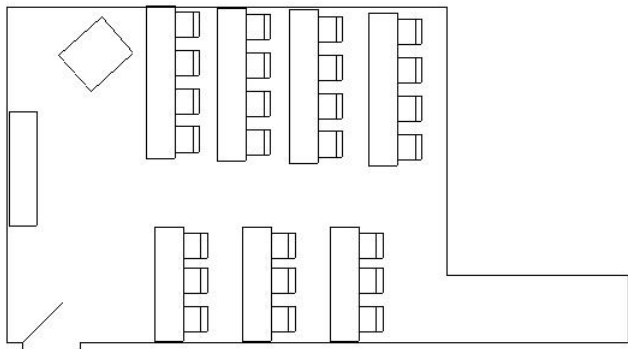
Estimated Attendance: _____



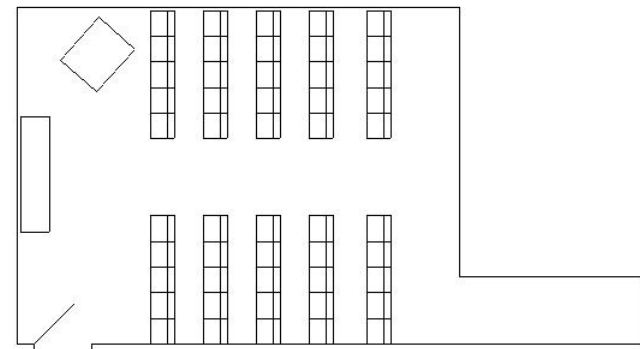
Banquet
_____ Chairs (max 16)
_____ Tables 5 ft round (max 2)



Hollow Square
_____ Chairs (max 16)



Classroom
_____ Chairs (max 21)
_____ Tables (max 7)



Theater
_____ Chairs (max 50)