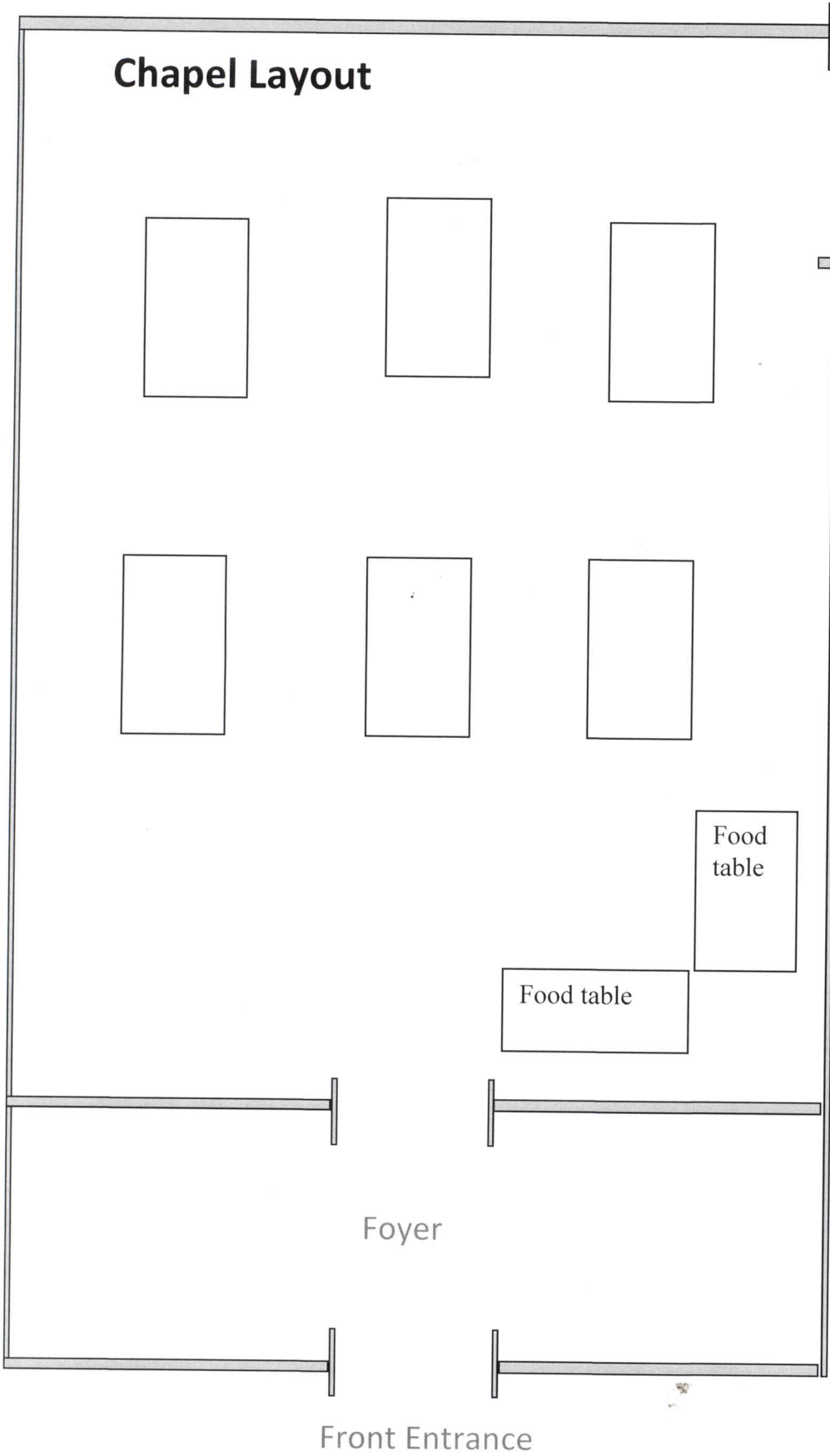


Attachment A: Planned Room Set-Up

(Provide as much detail as possible; including details regarding room features in addition to table and chair set-up; this will help ensure the room is arranged as needed).



Special Requirements:

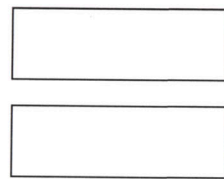
Need 40 folding chairs and 8 tables

Chairs:

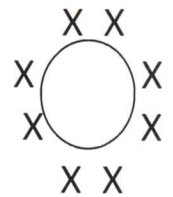
XXXXX XXXXX
 XXXXX XXXXX
 XXXXX XXXXX
 XXXXX XXXXX

Tables:

Rectangular:



Round:



Extra Items available:

- Podium
- Keyboard
- Audi/Visual:
- Screen
- Projector
- Microphones
- Sound System