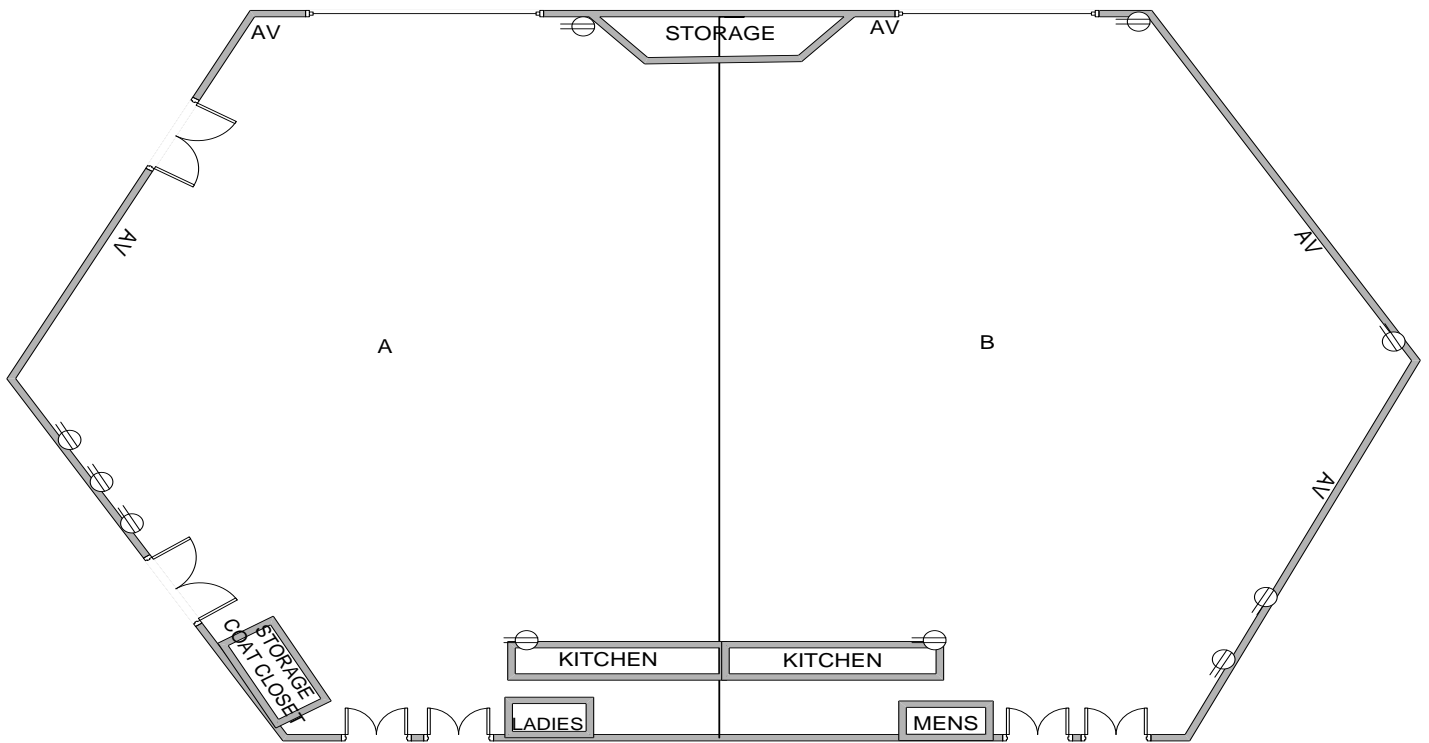


BELL SOCIAL HALLS – MASTER
SOCIAL HALL 1 = 225/SOCIAL HALL 2 = 225 TOTAL PERSON CAPACITY IN CHAIRS 450
320 TOTAL CAPACITY TABLES/CHAIRS
30 6" TABLES 10 ROUND TABLES 320 CHAIRS

Club/Event _____

Contact Name _____ RCSC # _____ Phone # _____

Event Date _____ Event Hours _____ to _____ A/V Tech Y___N___ \$30 per hour



AV = AUDIO/VISUAL OUTLET ⊖ = ELECTRICAL OUTLETS

6' Tables _____ 60" rounds _____ Card Tables _____ Chairs _____ Risers/size _____

Coffee Pots _____ Screen _____

Podium/Mic _____ Wireless Mic _____ Projector _____ Computer Connection Type _____

(RCSC Custodial Crew, please tape all cords down and cover with floor mats/rugs if required)

Notified: Custodial Staff _____ A/V Technician _____

SET-UP SHEETS REQUIRED 4 WEEKS PRIOR TO YOUR SCHEDULED EVENT!

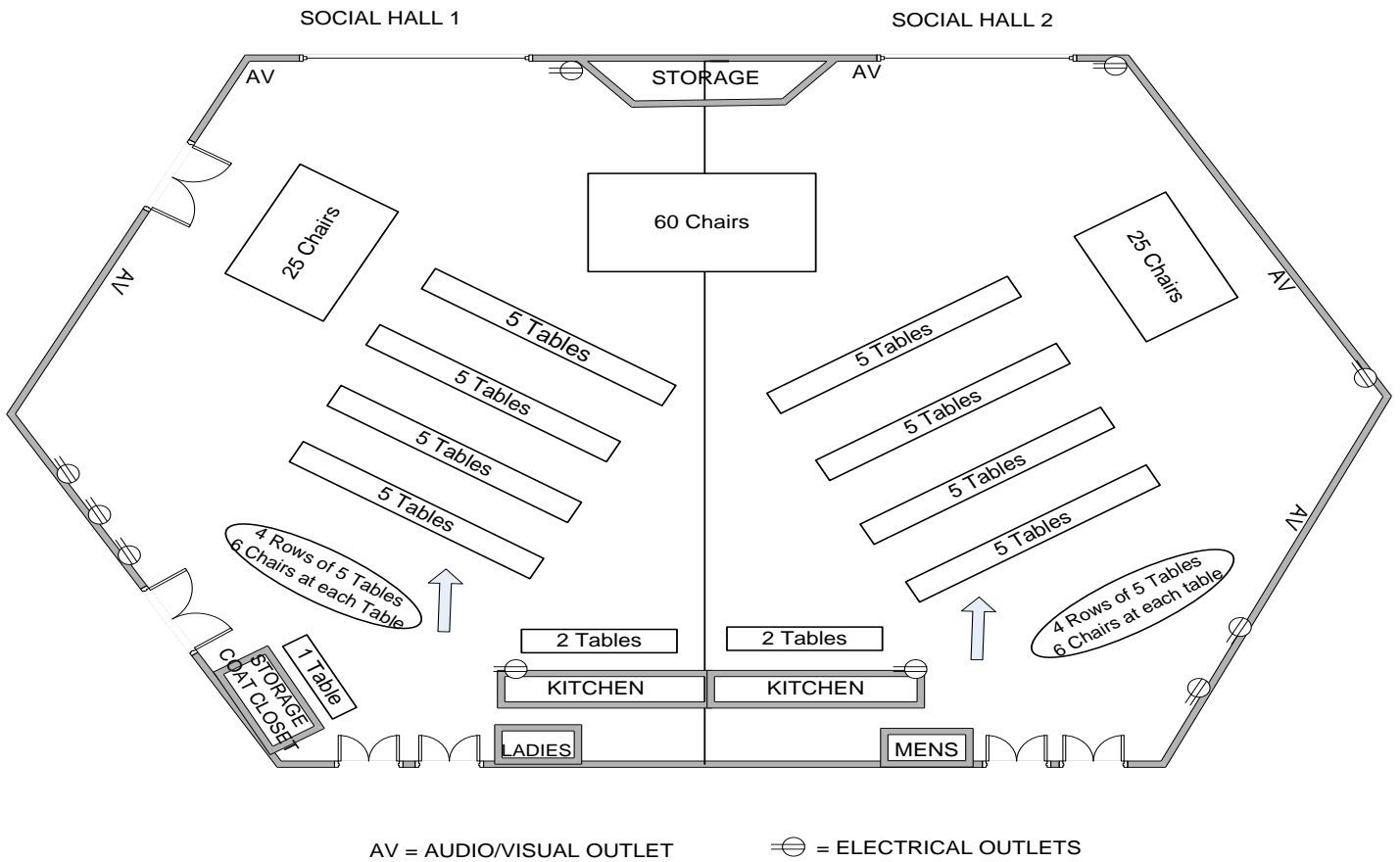
Contact Person Signature _____ Phone _____

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Club/Event _____

Contact Name _____ RCSC # _____ Phone # _____

Event Date _____ Event Hours _____ to _____ A/V Tech Y ___ N ___ \$30 per hour



6' Tables 45 60" rounds _____ Card Tables _____ Chairs 230 Risers/size _____

Coffee Pots _____ Screen _____

Podium/Mic _____ Wireless Mic _____ Projector _____ Computer Connection Type _____

(RCSC Custodial Crew, please tape all cords down and cover with floor mats/rugs if required)

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