

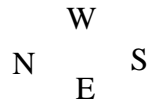
Client: \_\_\_\_\_

Event Name: \_\_\_\_\_

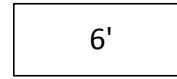
Date & Time: \_\_\_\_\_

Prepared By: \_\_\_\_\_

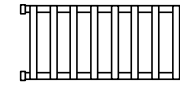
**Set Up Notes:**



**Diagram Key:**



6' table



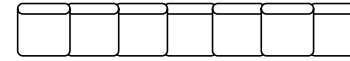
Coat Rack



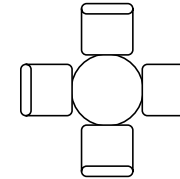
Chair



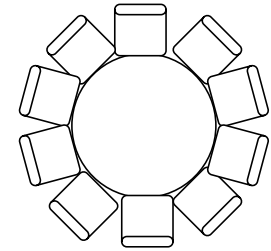
Podium



Row of Chairs



30'inch table w/ 4 chairs



60'inch table w/ 10 chairs

**The Diana Center  
Green Roof**

