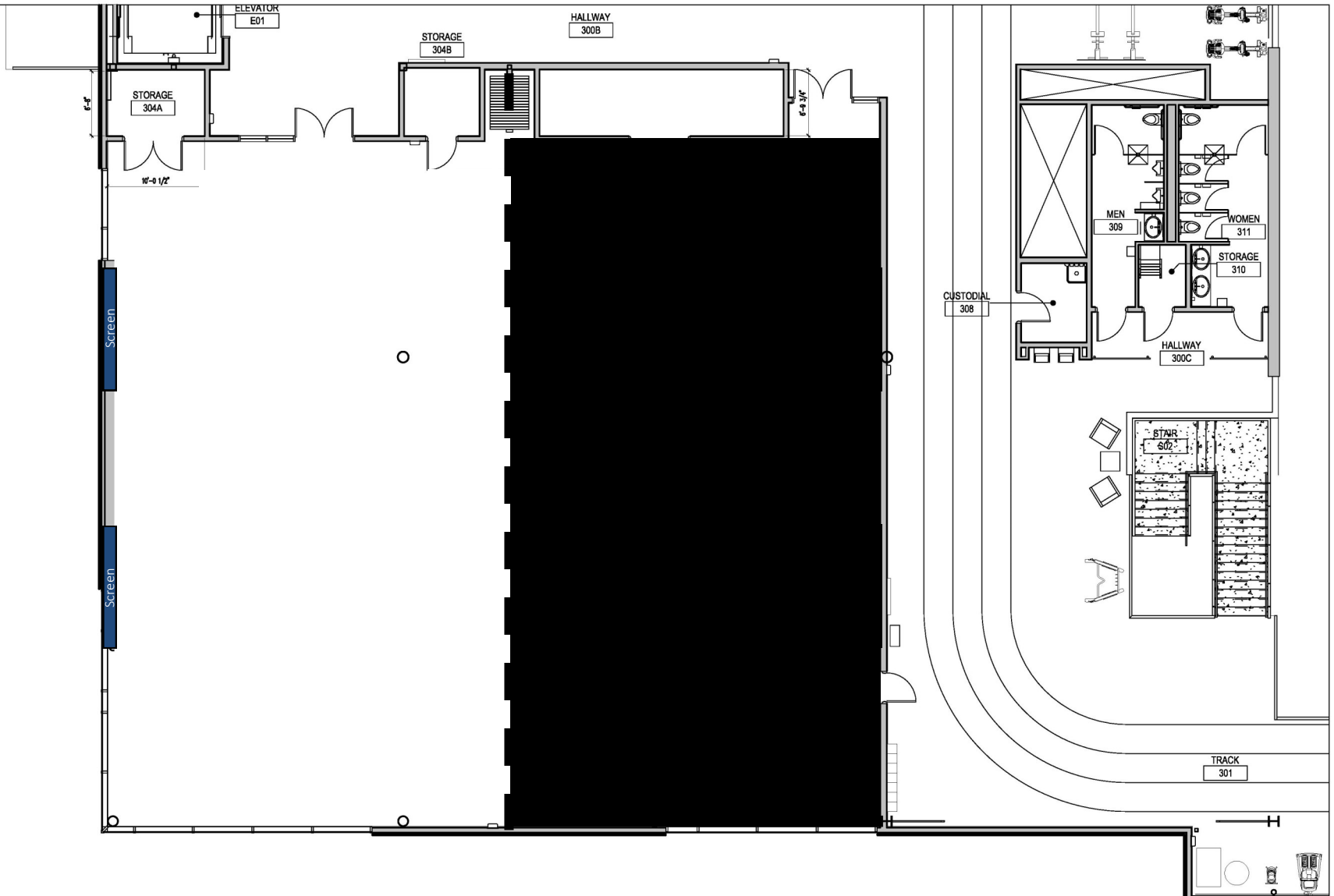


SETUP NOTES:









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INSTRUCTIONS:

- Please draw/insert shapes and text for your setup above.
- Please note that some adjustments may need to be made to actual setup based on the size of furniture, spacing, etc.
- For sections of chairs and/or a stage, please use a text box with outline (i.e. "This area for 75 chairs in rows" or "12' x 16' stage").
- Please include any external furniture that will be brought in, as well.
- Use the "Notes" section to the left of the diagram above for any notes that you would like to provide - including number of chairs per table.
- Email to uwyevent@uw.edu when completed.

	
Stage Panel (up to 6 may be available)	Standard Podium
	
Chair	Podium w/ Computer
	
6' Round Table	6' Rectangular Table