

Client: _____

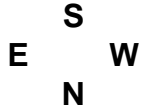
Event Name: _____

Date & Time: _____

Prepared By: _____

James Room

Reception Capacity: 285



Set Up Notes:

- A) 4, 60" rounds along the west side of the room with 8 chairs per table.
- B) 1, 60" round with 4, 6 tables centered in the room.
- C) 3, 6' tables along the east wall for bar.
- D) 1, 6' table near the east column for kosher food.
- E) 2, 6 tables in front of the south wall for food.
- F) Podium off-centered in front of the north wall.
- G) Coat racks for 200 with shoji screens in front.

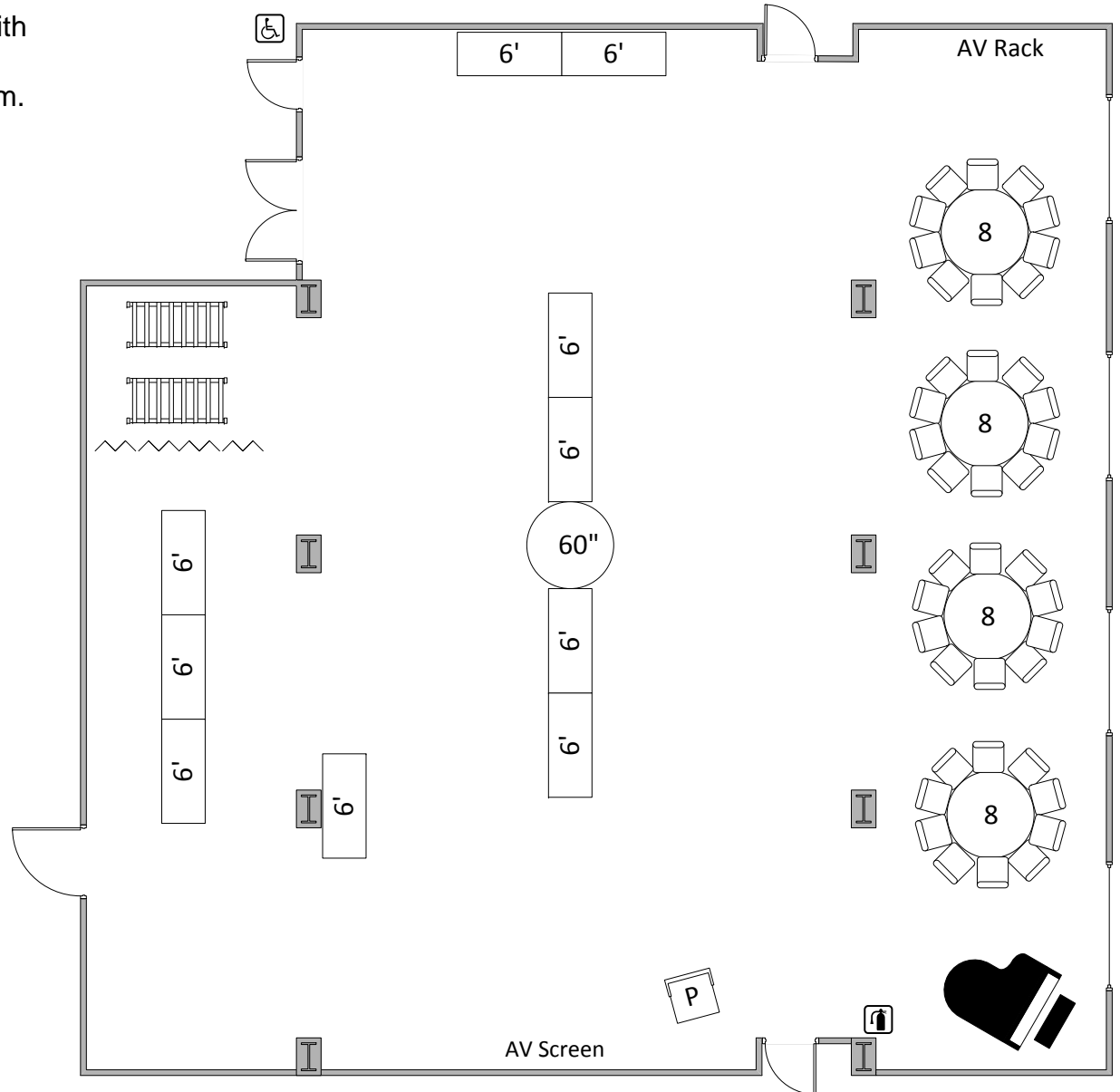
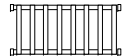


Diagram Key:



6' table



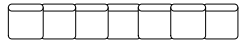
Coat Rack



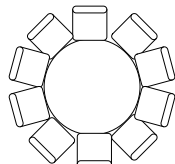
Podium



Chair



Row of Chairs



60'inch table
w/ 10 chairs