

Client: _____

Event Name: _____

Date & Time: _____

Prepared By: _____

**Helene L. Kaplan '53
Tower Suite
South Tower**

Buffet Capacity: 30

Set Up Notes:

A) 3, 60" round tables along the south wall.

B) 10 chairs per table.

C) 2, 6' table on the north wall for food.

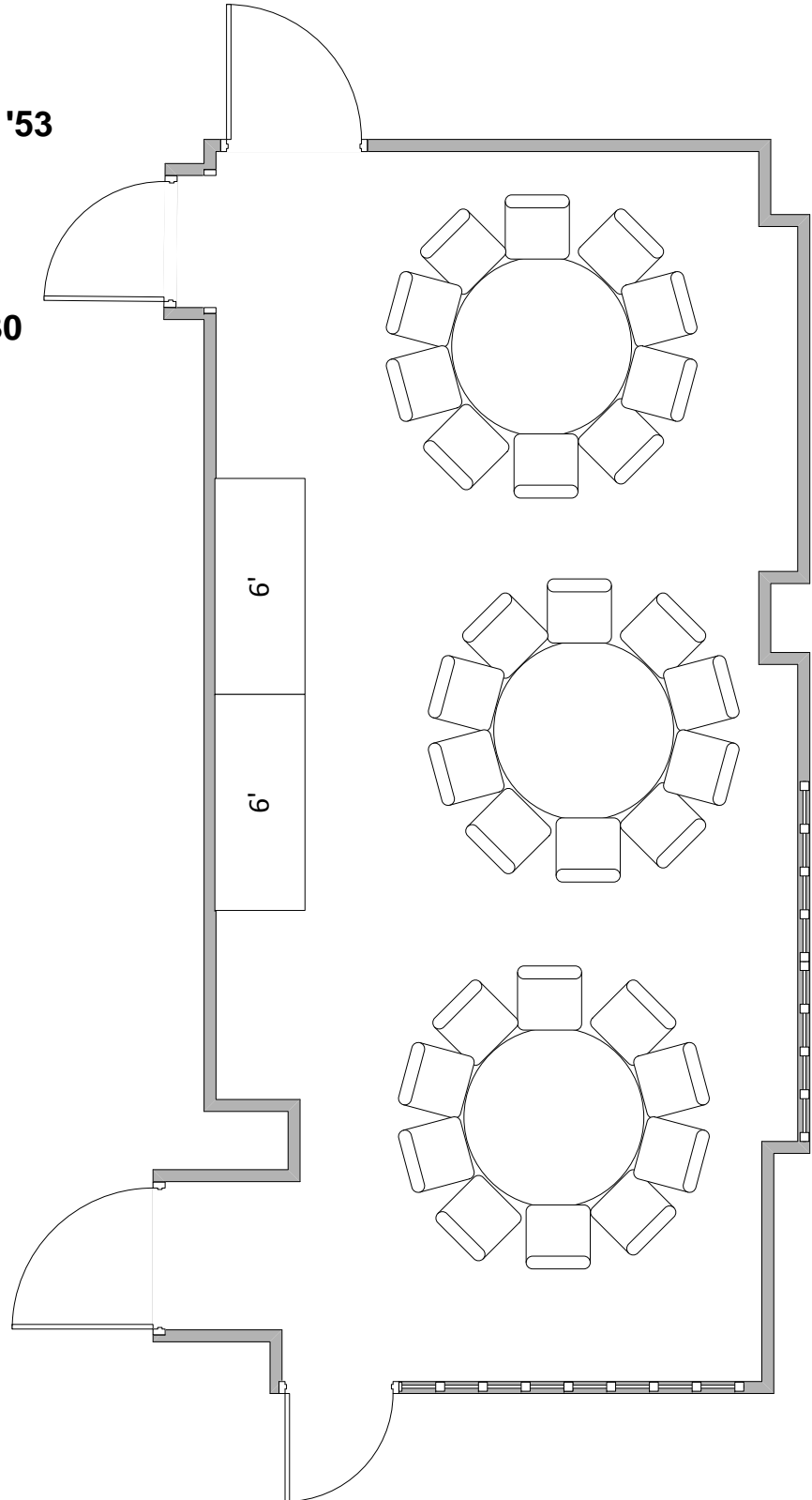
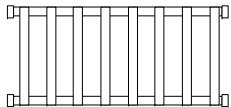


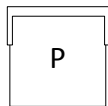
Diagram Key:



6' table



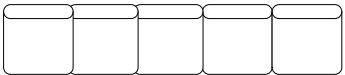
Coat Rack



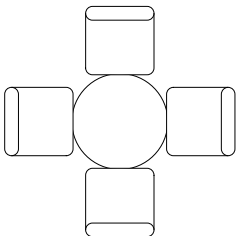
Podium



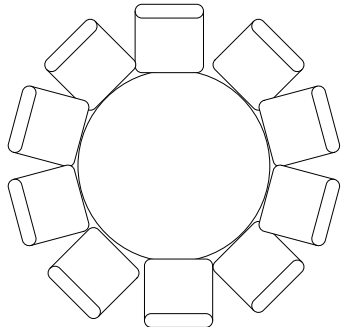
Chair



Row of Chairs



30'inch table w/ 4 chairs



60'inch table w/ 10 chairs