

Set Up Notes - Facilities (sent 6/28 - updated 6/29 in red)

Requesting

- 5 tables in back room for our organizing and prepping
- 16 Rectangle tables in cafe for food service
- 15 Round Tables layout says can only fit 12, would like to add 3 more on edge near folding doors OR keep the Bell Bar Tables inside (see layout)
- 120 Folding Chairs (8 per table)
- 4 Round Trash cans with lots of extra trash bags!
- Mop & bucket in case...
- broom & dustpan for sure!
- 8 Extension cords
- 2 Power strips
- 2 Sandwich board for signage
- Possibly standing fans if it gets hot
- The furniture along the back of the stage will be used by the volunteers in the downtime, so please keep!