

# EUCALYPTUS ROOM: CREATE YOUR OWN ROOM SET-UP

**STAFF USE ONLY**

STAFF: \_\_\_\_\_

CONTRACT # \_\_\_\_\_

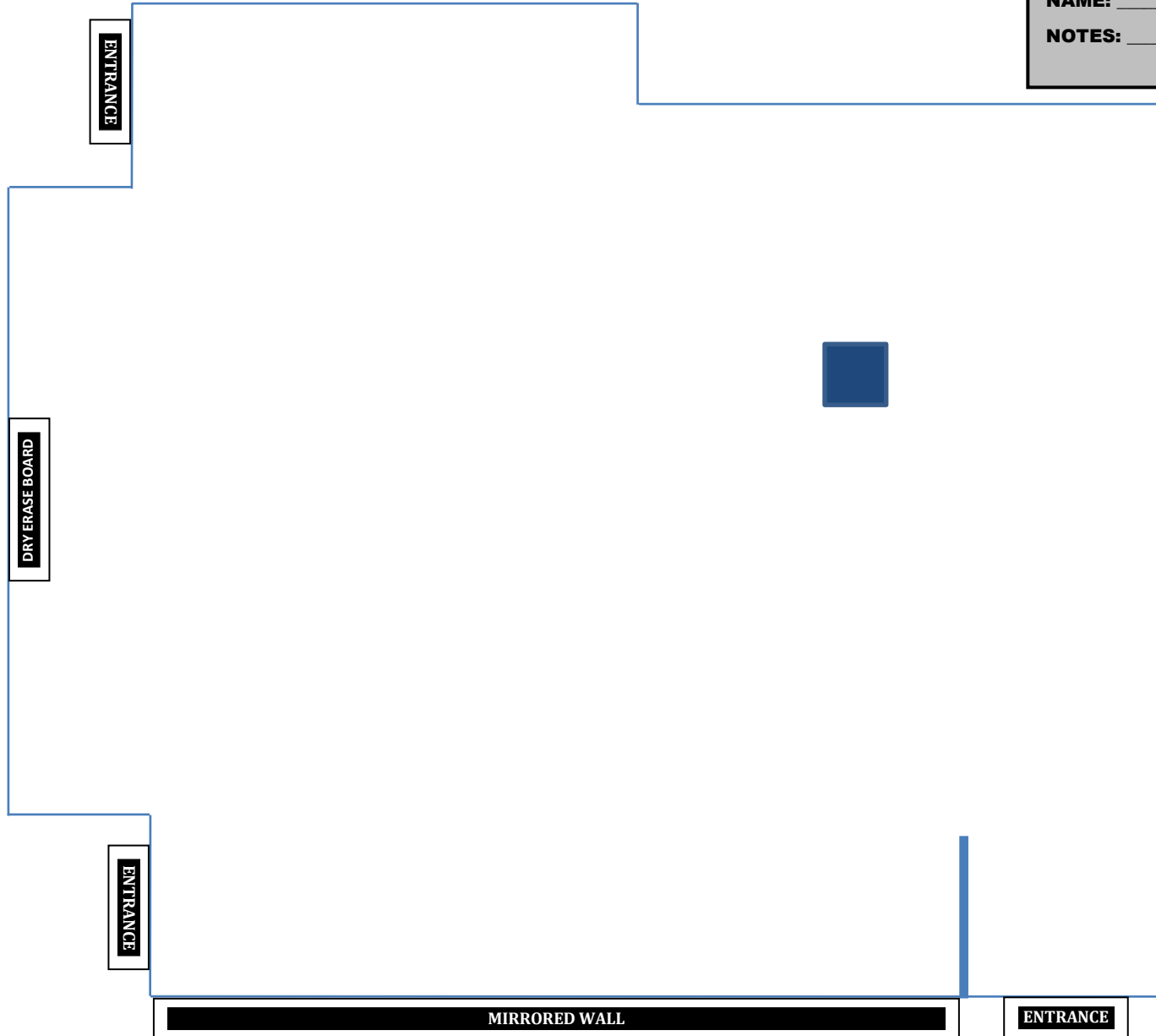
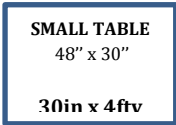
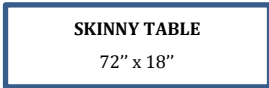
DATE OF EVENT: \_\_\_\_\_

TIME OF EVENT: \_\_\_\_\_

NAME: \_\_\_\_\_

NOTES: \_\_\_\_\_

## TABLE & CHAIR OPTIONS



**EQUIPMENT REQUESTED**  
(BASED UPON AVAILABILITY)

- California Flag
- U.S.A. Flag
- Microwave
- Coffee Maker
- Food Warmer
- Kitchen (No Stove)
- Refrigerator/Freezer
- Dry Erase Board
- Floor Podium
- Microphone
- Speaker
- Projection Screen
- Projector
- T.V /DVD Player
- Extension Cords
- \_\_\_\_\_
- \_\_\_\_\_

**Maximum Capacity:**  
45 people