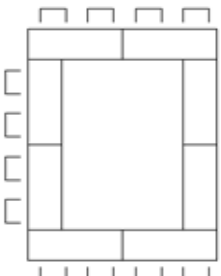


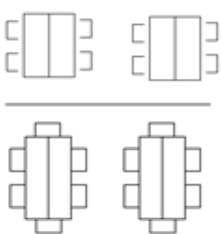



3900 Meeting Room Setups and Capacities

Hollow Square	U-Shape	Rows of Tables and Chairs	Rectangle Tables of 4 Rectangle Tables of 6	Rows of Chairs
			 <small>Eastlund Room Use Only</small>	

<u>Space</u>	<u>Setup</u>	<u>Capacity</u>	<u>Room Features and Available Resources</u>
<i>Underground</i>	Round Tables (LL only)	120	Available: Projector, Screen, Audio system, 6' tables May incur costs of Tech Staff for Audio/Visual needs.
	Underground Small Rounds	120	
	Rows of Chairs	175	
	Custom Setup*	varies	
<i>BC 468</i>	Hollow Square	36	In the Room: Projector, Screen, Computer, HDMI cord, windows, countertop,
	Rectangle Tables of 4/6	28/42	
	Rows of Tables/ Chairs	28/69	
	U-Shape	28	Hollow Square is only setup available for divided room (20 on A side, 16 on B)
	Open Floor/Empty	69	
	Custom Setup*	varies	
<i>Board Room</i>	Hollow Square	40	In the Room: Projector, Screen, Conf. Phone, Laptop Connection: HDMI Available: Presenter Audio Mic
	U-Shape	32	
	Large Rounds	96	
	Rows of Chairs	100	
	Custom Setup*	varies	
<i>Eastlund Room</i>	Hollow Square	36	In the Room: Projector, Screen, Computer-in Podium, Coat Closet, Laptop Connection: HDMI
	U-Shape	28	
	Open Floor/Empty	100	
	Chairs in Half Circles (Recp)	80	
	Fan Setup (Arc of tables of 6)	24	
	Rectangle Tables of 4	60	Available: 6' Tables for Catering or Registration, Coat Racks. Please specify if these resources should be in the room or hallway - larger setups may require items in hallway.
	Rows of Chairs	100	
	Rows of Tables and Chairs	60	
	Large Rounds	72	
	Custom Setup*	varies	

* - Please provide a pdf drawing of the requested setup - All Custom Setups will be reviewed by Facilities Staff to determine if the request is feasible.