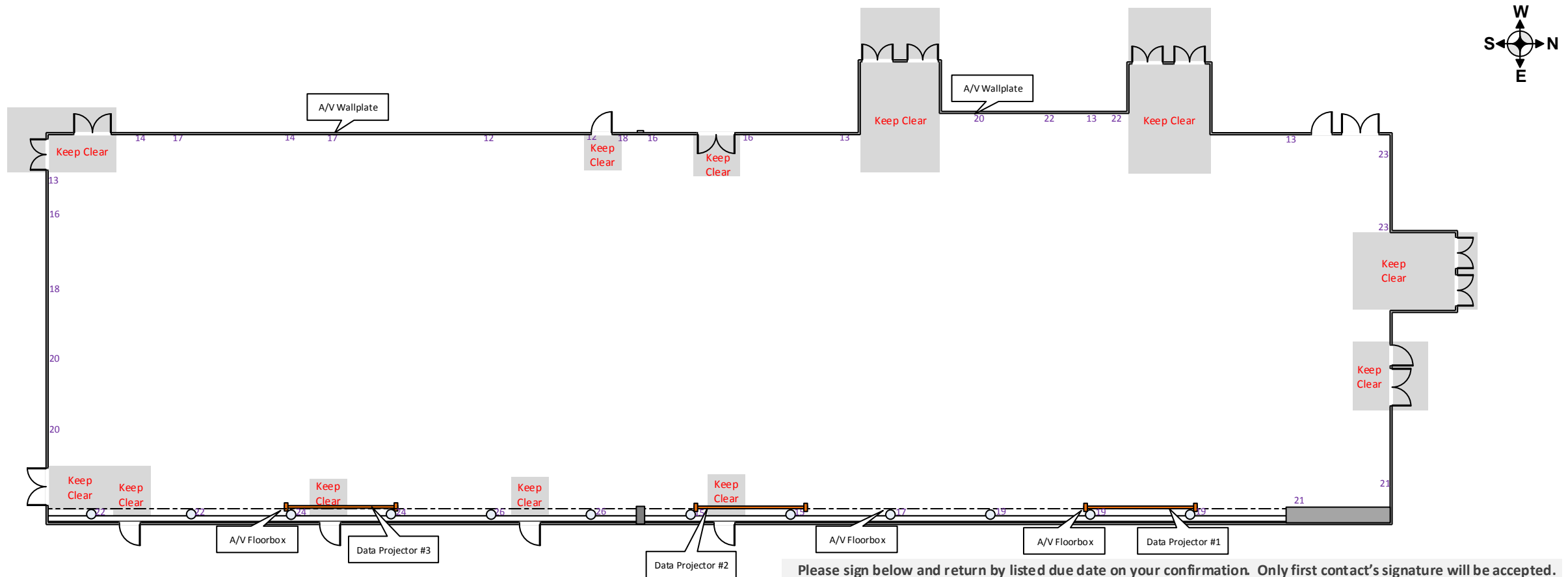


Ballroom

Department/Organization -	Event Name -	Res # -	Event Date(s) -
A/V & Equipment All AV must be requested ahead of time.	Setup Notes Open Space		
File Saved As BBR_OpenSpace	Version -	Date Updated -	




All components of the diagrams are subject to change. Illustrated diagrams and their components are estimations only. Additional furnishings (stacks of chairs/tables) not indicated on diagram may be present in the room at the time of your reservation. Please contact our office with any additional questions.

Please sign below and return by listed due date on your confirmation. Only first contact's signature will be accepted.

Signature: _____ Date: _____

By signing this diagram, you agree to this setup. Changes on the day of event MAY not be possible. All exits and hallways must remain clear and unblocked.

Standard Set Open Space	Max Capacities Lecture (East)- 1428 Lecture (South)- 1518 Banquet (East)- 816 Banquet (South)- 744 Exhibit- 143 Tables	Scale 1 inch = 20 feet 	Area Square Feet 13,000	Built-In AV (rental fees may apply) House PA (up to 4 mics included), Computer Audio Cable, 3 Data Projectors w/Screens, Performance Lighting *Performance Level PA available w/ Stage on South Wall <i>All AV must be requested in advance</i>	Contact HUB Event & Information Services Box 352230 (206)543.8191 hubres@uw.edu http://depts.washington.edu/thehub/
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