Venue Name:

Copy and paste the table below as many times as needed:

# Room Name:

## Max Capacity:

|  |  |
| --- | --- |
| **Layout** | **Capacity** |
| Boardroom |  |
| Cabaret |  |
| Classroom |  |
| Dinner |  |
| Dinner dance |  |
| Exhibition |  |
| Private dining |  |
| Reception |  |
| Theatre |  |
| Standing |  |
| U-Shape |  |
| U-Shape dining |  |

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| --- | --- |
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