



Room / Event Setup > Boardrooms Setup

- Set up boardroom area. Furniture move

[* - Required Field]

Boardrooms Setup Request

Requester: Lisa Harris ?

Progress Notification: ☐ - Yes, notify me of request progress ?

Confirmation: ☒ - Yes, send me a confirmation receipt of this request ?

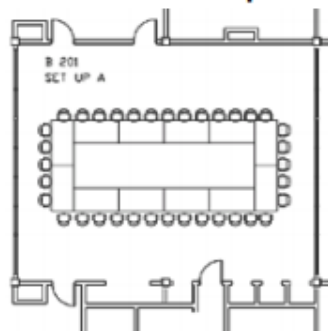
CC Confirmation: ?

Building/Area: Not Specified ▼ Room: ?

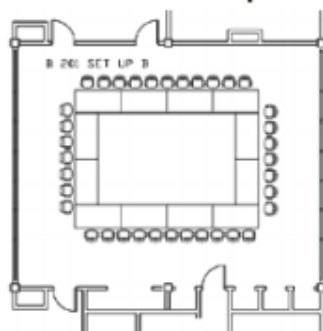
Date Due: Not Specified ?

* Boardroom Configuration:

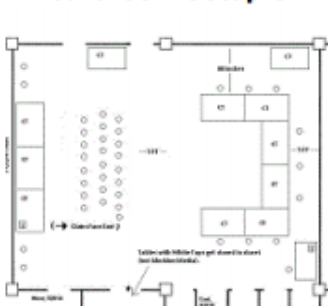
☐ **Boardroom Setup A**



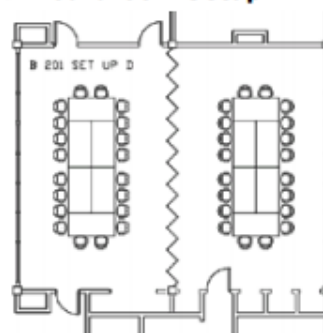
☐ **Boardroom Setup B**



☐ **Boardroom Setup C**



☐ **Boardroom Setup D**



Additional Instructions: Give event name and set up details (specify setup type: Foundation, Trustees or Special)

?

Upload File(s): No file chosen [\(upload more\)](#) ?