

Harvest Hall Rental Agreement

Name of Renting Organization: _____

Mailing Address: _____

Contact's Name: _____

Co-sponsor (if applicable): _____

Phone #: _____ Fax #: _____

E-mail Address: _____

Meeting Date: _____ Rental Time: _____ to _____

Number of People Attending: _____ Room Set Up: (see attached sheet) _____

Title of Meeting: _____

The purpose of this meeting: _____

Rooms Needed:

East Hall _____ A _____ B _____ C _____ Kitchen \$ _____

West Hall _____ D _____ E _____ G Computer Room \$ _____

*Stanislaus Building Rooms _____ H _____ I _____ with partition

(*Rooms H and I are only available for Agricultural Center tenants)

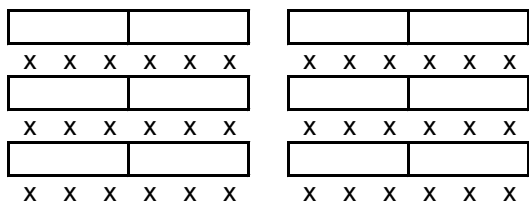
Room Set up Sheet (circle one)

Number of people _____

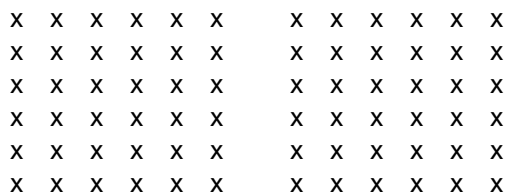
Microphone Yes / No

Podium Yes / No

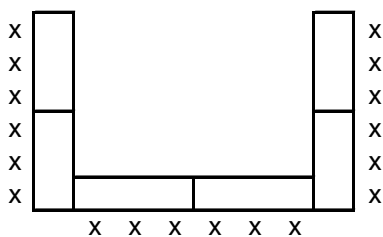
CR - Classroom



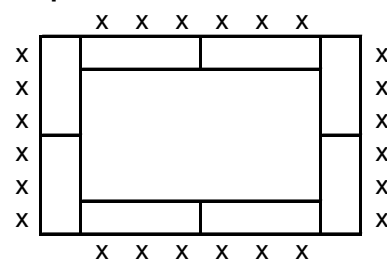
T - Theater



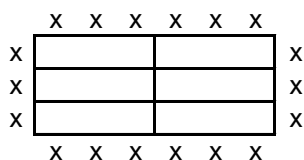
U - U shape



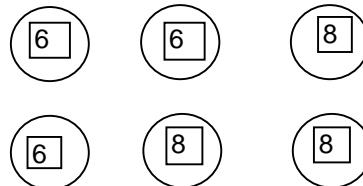
Sq - Square



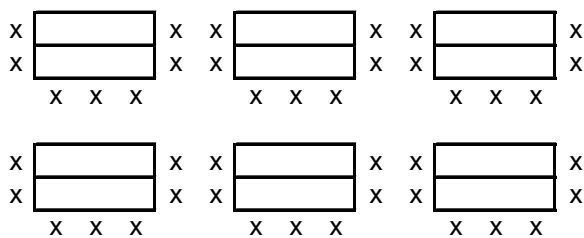
B - Board mtg



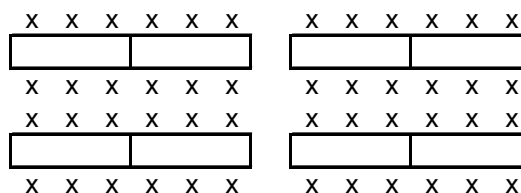
R6 or R8 - Round tables 6 or 8 chairs



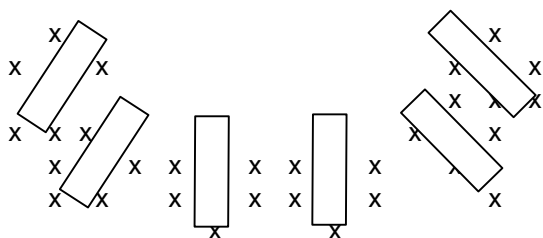
WG - Work Group



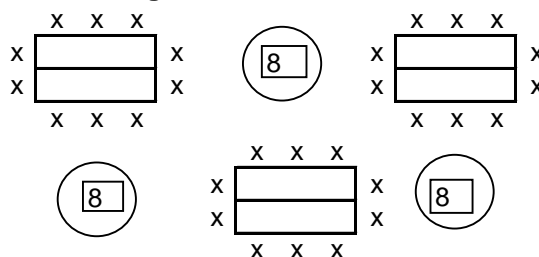
D - Dinning



SWG - Special Work Group

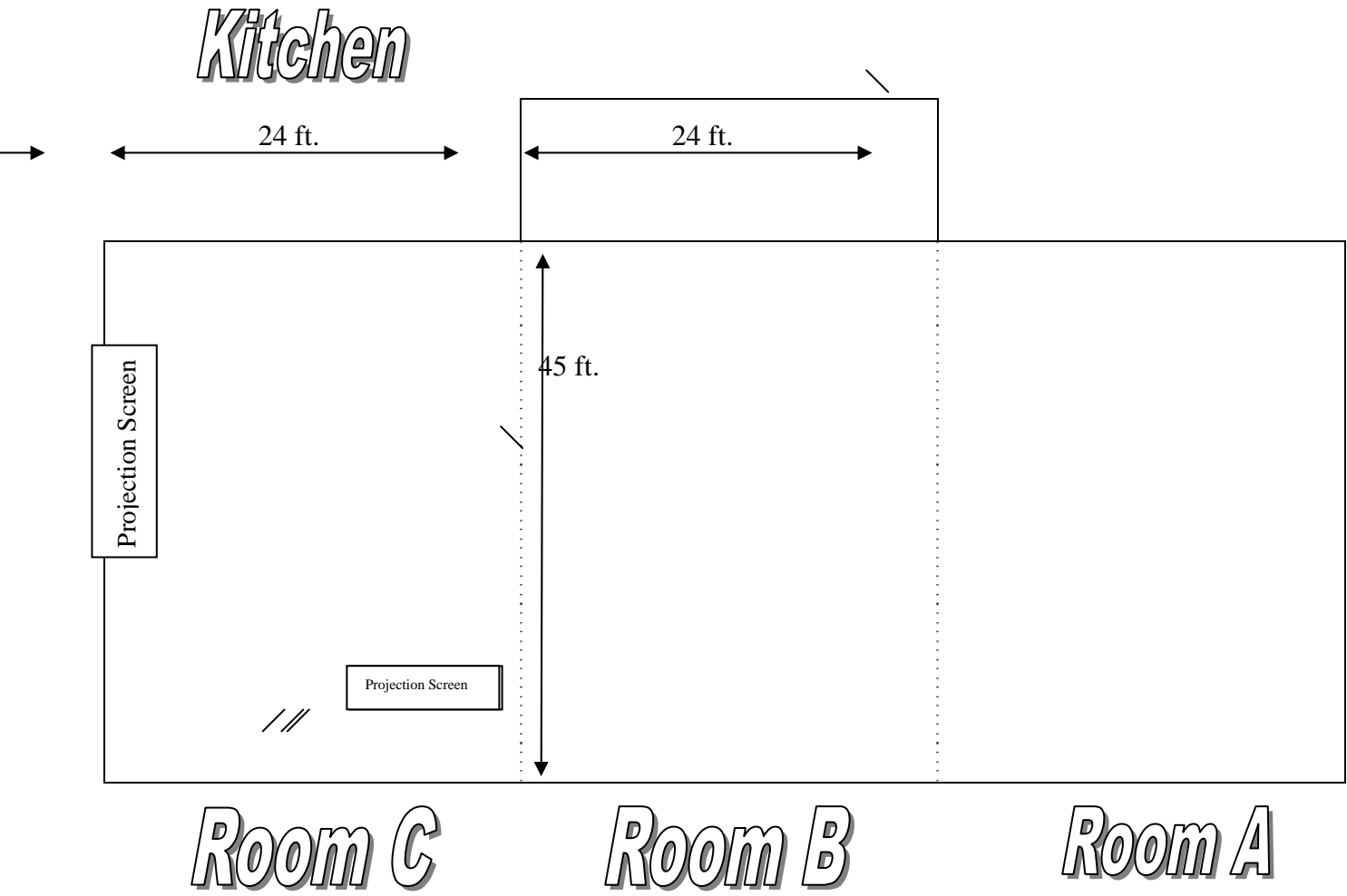


DC - Dinning Combo



Custom Room Set Up Diagram for Harvest Hall
Rooms A,B,C and Kitchen

Maximum Occupancy: 216
Max Occupancy with tables: 150
Each room is 1080 square ft.



Custom Room Set Up Diagram for Harvest Hall

Rooms D and E

Maximum Occupancy: 180
Max Occupancy with tables: 120
Each Room is 1350 Square ft.

