

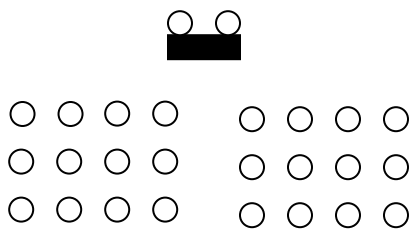
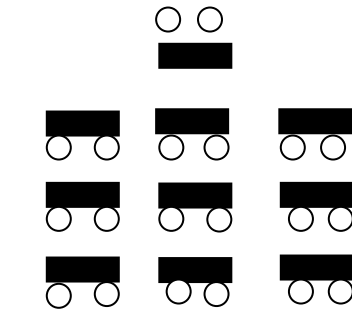
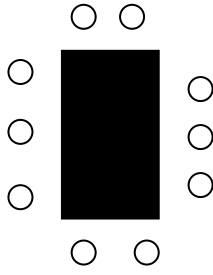
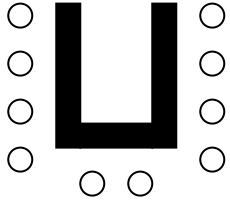
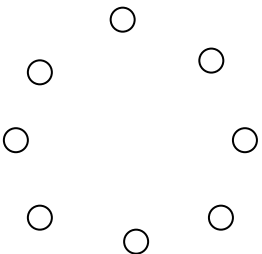
Houston Street Center
 273 Bowery, New York, NY 10002
 Phone: 212-475-5008 · Fax: 212-475-4231

SPACE SET-UP

Name/Organization:	Date & time of meeting:
Room:	Divider: Open <input type="checkbox"/> Closed <input type="checkbox"/>
Additional number of tables and chairs stacked to the side:	

Please choose from the following standard set-ups for your event. *If you prefer a set-up that is not offered with the options below, please choose the **Custom** option, and you're welcome (at time of rental) to arrange the furniture to suit your needs.*

Room Set-Up

<input type="checkbox"/> Auditorium Style # Chairs _____ # Tables _____ 	<input type="checkbox"/> Classroom Style # Chairs _____ # Tables _____ 	<input type="checkbox"/> Standard Conference # Chairs _____ # Tables _____ 
<input type="checkbox"/> U-Shaped # Chairs _____ # Tables _____ 	<input type="checkbox"/> Circle of Chairs # Chairs _____ # Tables _____ 	<input type="checkbox"/> Open Space All tables and chairs stacked to the side. <input type="checkbox"/> Custom Client will arrange furniture at time of rental.