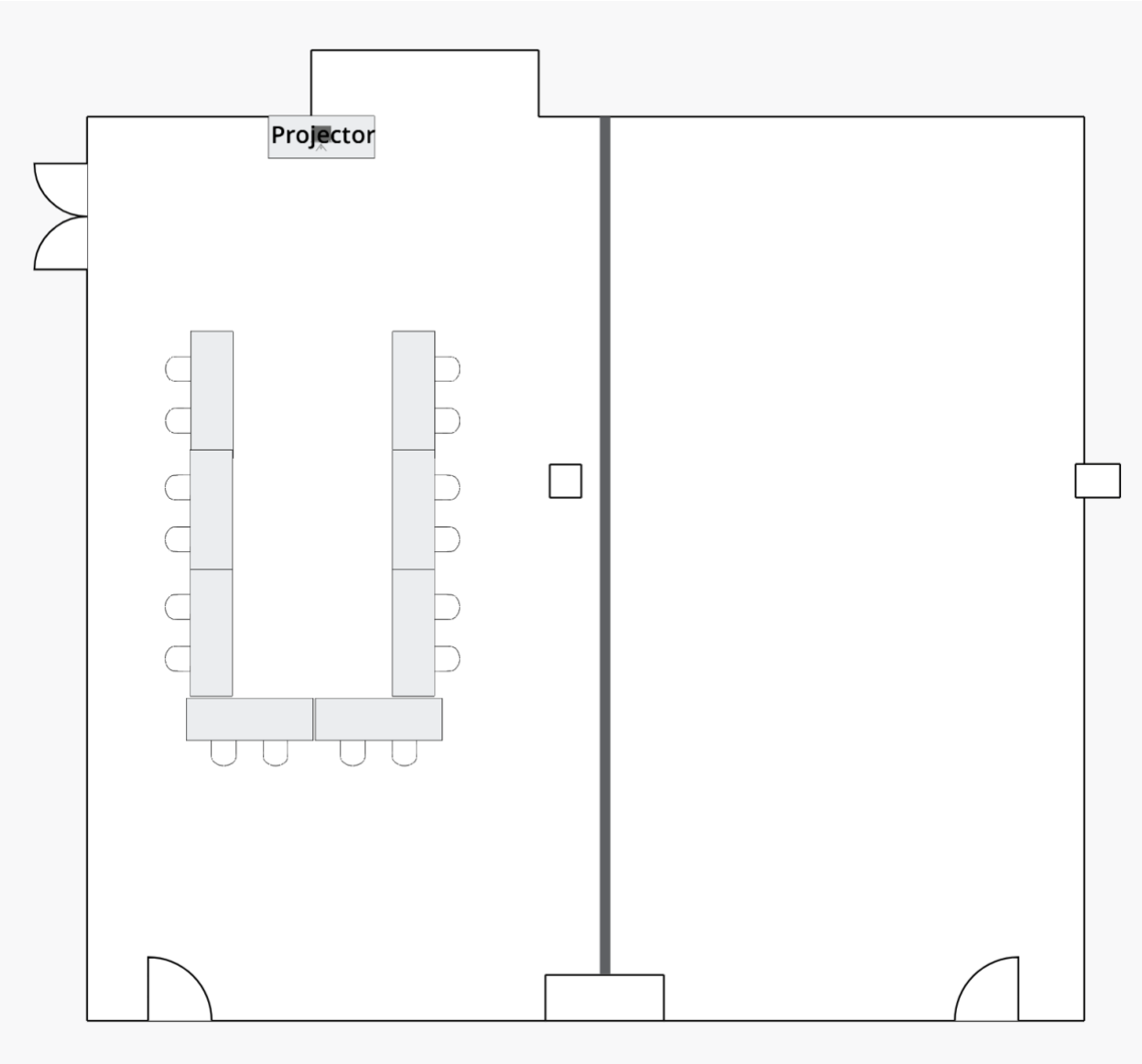
Chamberlain Student Center Room 144A (OPEN U LAYOUT)

Event Name:_____ Event Date:_____

Event Start Time:_____ Organization:_____

Event End Time:_____ Event Contact Name:_____



All reservations in this space come standard with a laptop and projector screen. Please use the space below to indicate any additional set up requests. This form must be submitted **at least one week (5 business days)** prior to your event date.