

MEETING ROOM QUESTIONNAIRE

Business Name: _____

Contact Name: _____ Contact Phone Number: _____

Contact Email Address: _____

Meeting Room Name: _____

Room Height ft.

Room Length ft.

Room Width ft.

Total Sq. Ft.

Banquet Capacity (# of people)

Booth Capacity (# of 10X10 booths)

Classroom Capacity (# of people)

Reception Capacity (# of people)

Theater Capacity (# of people)

U-Shape Capacity (# of people)

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