




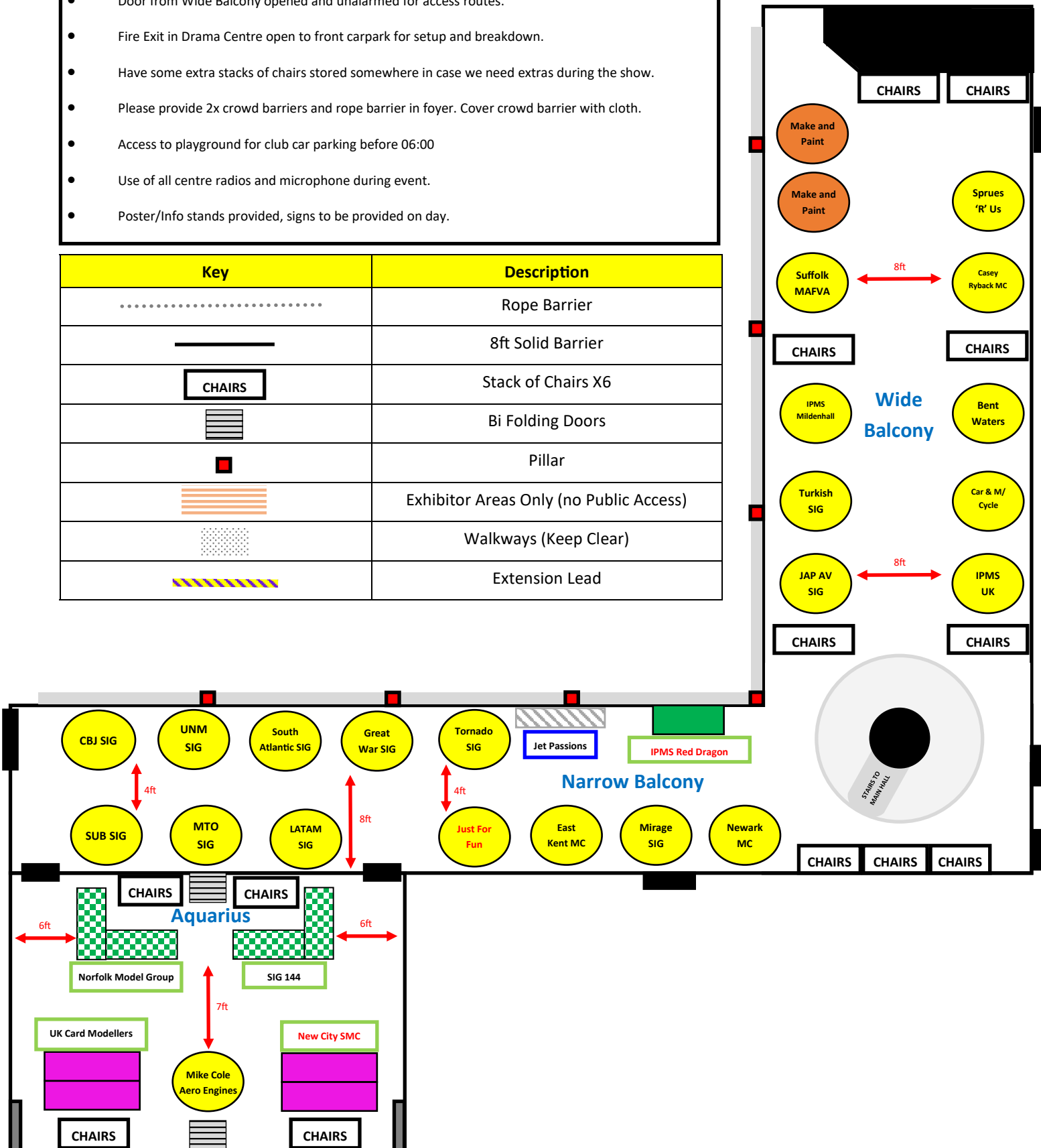


- Please ensure we have an access walkway through drama centre classroom to back door.
- Door from Wide Balcony opened and unalarmed for access routes.
- Fire Exit in Drama Centre open to front carpark for setup and breakdown.
- Have some extra stacks of chairs stored somewhere in case we need extras during the show.
- Please provide 2x crowd barriers and rope barrier in foyer. Cover crowd barrier with cloth.
- Access to playground for club car parking before 06:00
- Use of all centre radios and microphone during event.
- Poster/Info stands provided, signs to be provided on day.

Key	Description
.....	Rope Barrier
—————	8ft Solid Barrier
<div style="border: 2px solid black; padding: 5px; display: inline-block;">CHAIRS</div>	Stack of Chairs X6
	Bi Folding Doors
	Pillar
	Exhibitor Areas Only (no Public Access)
	Walkways (Keep Clear)
	Extension Lead



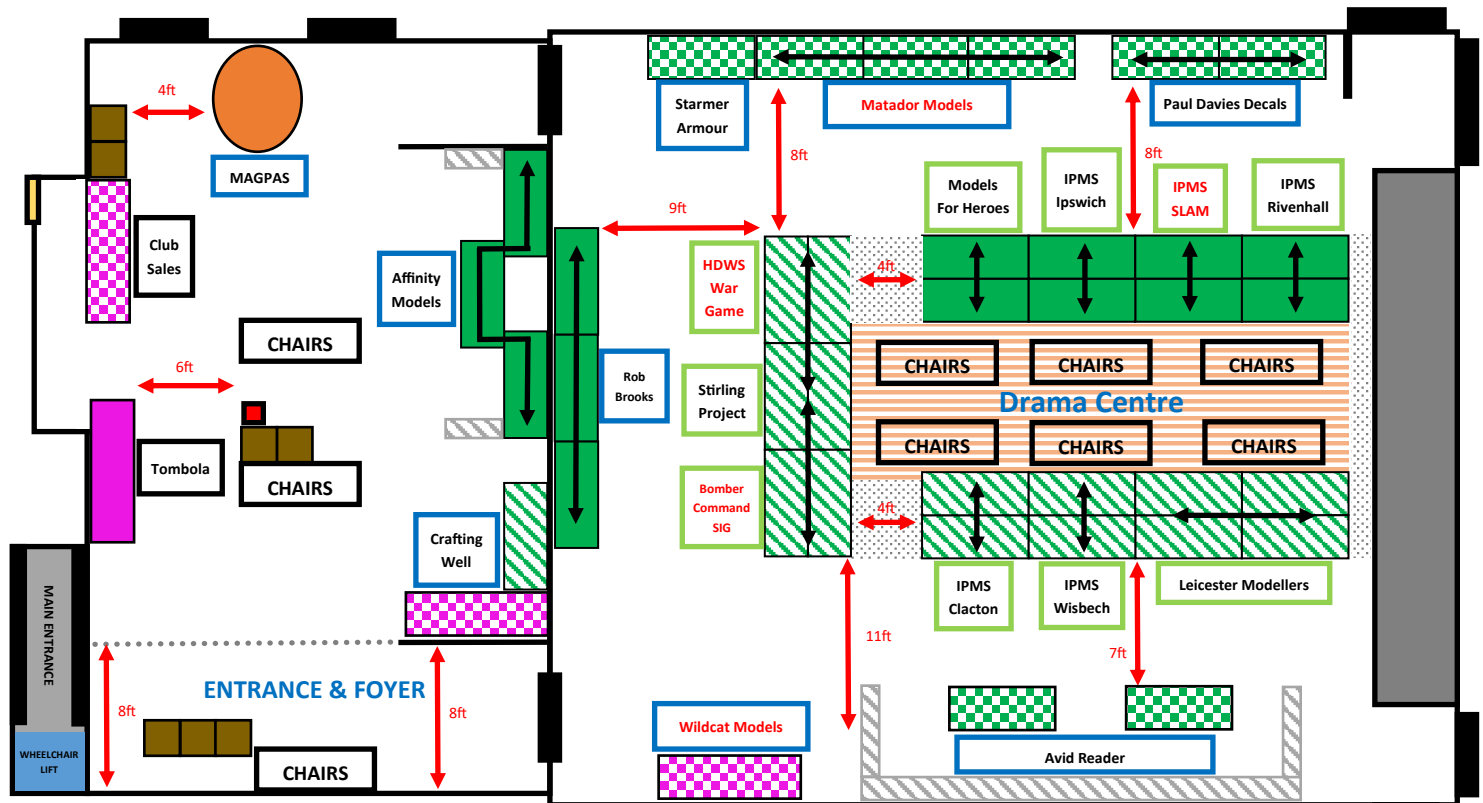


TABLE KEY	DESCRIPTON	AVAILABLE	USED	FREE
	2ft Small Square Café Tables	8	7	1
	6ft Tables w/ wheels	58	58	0
	6ft Tables w/ wheels new on stage	15	15	0
	6ft Tables (Round Legs)	12	12	0
	6ft Tables (Square Legs)	8	8	0
	8ft Tables w/ wheels	6	6	0
	8ft Trestle Tables	3	3	0
	12ft Tables w/ wheels	9	9	0
	10 Chair Round Tables w/ wheels	22	22	0
	8Chair Round Tables w/ wheels	9	3	6
	Big Round Trestle Tables on the Rack (Light and Dark Brown)	15	0	15
	Club Supplied 1m x 0.5m Tables	30	0	30
	Bar Tables and Chairs (Position not set, happy for bar staff to adjust as needed)			
	Self Supplied Racking			