

Ramp Entrance  
Handicapped Accessible

Kitchen Area

Serving Windows

Outside Plug for Beer Truck

Service Entrance

Serving Tables

Cake Table

Bar

Guest Book Table

Gift Tables (2)

Denotes arch →

CONTRACT PHONE #

NAME:

CONTRACT #

EVENT DATE:

**INSTRUCTIONS:**

Please list and draw any changes in the way the tables are to be arranged and return one copy 30 days before the event.

We will paper all the tables with white paper.

Normally, you may begin to decorate after 9 am on the day of the event.

- 6 round tables = 48
- 14 cubed tables = 168
- 11 single tables = 110
- Total = 326

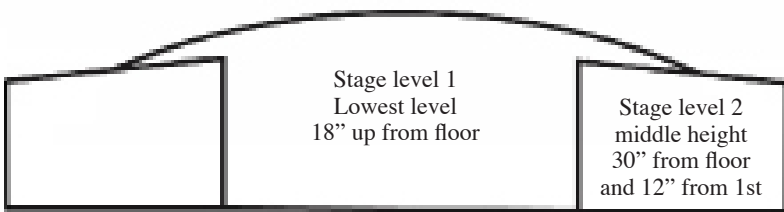
**MEADOWBROOK  
BALLROOM  
LAYOUT**

**SEATING 326**

**Bridal Party Table**  
2 - 8' tables with 10 chairs

DJ - Stage service door

Restrooms and coat hooks are behind stage off the Promenade. There is ample room and mirrors for bridal party.



**Promenade**  
This area has a built-in bench on the outside wall around the entire Ballroom.

Stage level is 42" from main floor and 12" from level 2  
Full stage width is 30 feet and depth is 14 feet in middle and curvest to 8'6" at sides