

DIAGRAM

(Complete based on needs outside of theater and u-shape standard set up.)

Hawthorn School District #73

Building Schedule Center

847.990.4297 * fax completed diagram

Email: buildingschedule@hawthorn73.org

Link: www.hawthorn73.org/buildingschedule

Facility being used: _____

Indicate: Cafe Gym Multipurpose Other: _____

Date/time of use: _____

Requestor: _____

(Must be completed no later than 4 weeks prior, if no diagram or instructions are noted, no set up will be provided.)

Reminders will not be sent. It is requestor's responsibility.)

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****Sketch/Draw diagram set up. Send in with paperwork via, mail, fax or email via a PDF file.**