

ARLINGTON HEIGHTS

ROOM SELECTION, SET-UP & MEDIA REQUEST

CLASSROOMS

Lower Level

- Room 018
- Room 019
- Room 025
- Room 030
- Room 031
- Room 032 A
- Room 032 B
- Room 037
- Room 038 A/B
- Room 038 C/D

Upper Level

- Room 114
- Room 115
- Room 116

MULTIPURPOSE

Lower Level

- Gym
- Kitchen
- Student Min Center (S)
- Student Min Center (N)
- Room 009
- Room 015
- Room 026

Upper Level

- Room 111
- Room 118
- Room 119 A (N)
- Room 119 B (S)
- Family Room**
- Sanctuary

****Room NOT available for new/different set-up**

Diagram for Room _____ (complete one diagram per room)

- | | | | | |
|--|---|--|---------------------------|---------------------------|
| <input type="checkbox"/> = Rectangular Table | <input style="width: 30px; height: 15px; text-align: center; border: 1px solid black;" type="checkbox"/> N = Narrow Rectangular Table | X = Chair | O = Round Table | ▼ = Easel |
| <input type="checkbox"/> = Podium | ⊙ = Stool | <input style="width: 20px; height: 15px; border: 1px solid black;" type="checkbox"/> = Music Stand | <u> C </u> = Chalkboard | <u> W </u> = Whiteboard |
| | | | <u> D </u> = Divider | |

Please type setup instructions and/or draw a diagram below, indicating location and number of chairs, tables, and other equipment needs.

Media Equipment

- Microphone(s) TV (computer not supplied) TV Cart with DVD Player Projector & Screen

Rooms are self-serve (with the exception of the Sanctuary). Instructions are available, but you are responsible for your event.

If media equipment and/or training are needed, please fill out the Media Request Form: [AH Media Request Form](#)