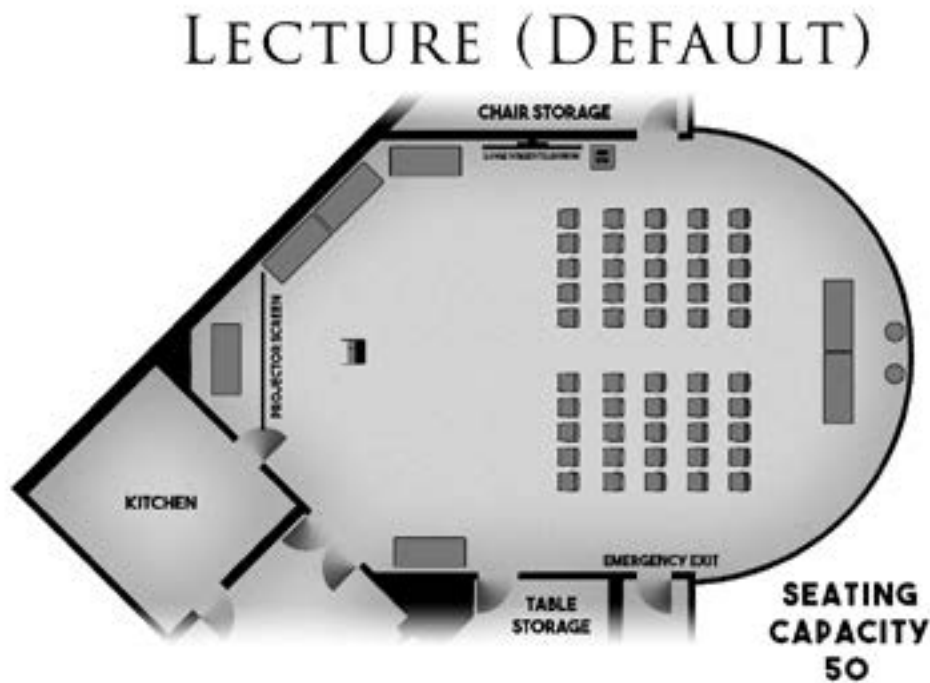


Equipment Available:

Frances E. Kegley Conference Room: 11 wingback chairs; 12 other chairs; one 75" (diagonal) television; one HD Webcam; one Bluetooth Conference Speaker/Microphone; one 118" (diagonal) projector screen; one whiteboard; Wifi/Ethernet connections; 46" x 143" glass top table; one moveable lectern.

J. Henry Kegley Meeting Room: 140 chairs; one moveable lectern; one projector screen; one HD ceiling-mounted projector; one computer; one HD webcam; two handheld microphones; two lapel microphones; DVD player; one 72" television; 8 six foot rectangular tables. Additional 8 and 6 foot tables may be available upon request.

The BPL does not provide any office supplies (including flip charts or dry erase markers, presentation supplies, or food stuff such as coffee or paper goods.



Lecture (Default) setup: 50 chairs in rows facing the front of the room, seven tables. This setup will be used unless otherwise indicated.

I am an authorized representative of the above organization. I have read and agree to comply with the [regulations of the Bristol Public Library meeting rooms](#). I accept responsibility for any damage to library property and will report such to staff.

Signature _____

Date _____

Special Set Ups: Check one of the boxes on the setup sheet below for your preferred special setup. All special setups excluding the Auditorium setup cost \$10.00. The Auditorium setup costs \$25.00. If you have questions, please call 276-821-6147.

J. HENRY KEGLEY MEETING ROOM SPECIAL SETUPS

