



# BARRINGTON CAMPUS

## ROOM SELECTION, SET-UP & MEDIA REQUEST

### Classrooms

- 101 3<sup>rd</sup> – 5<sup>th</sup> grade
- 102 1<sup>st</sup> – 2<sup>nd</sup> grade
- 103 Kindergarten
- 104 Walkers (12-24 months)
- 105 Special Needs
- 106 2-year-olds
- 108 3-year-olds
- 109 4-year-olds
- 203 Infant/Crawler Nursery (birth-12 months)

### Multipurpose

- 100 Middle School
- 200 High School
- 205 Meeting Room
- 301 Adult Classroom
- 302 Adult Classroom
- 303 Adult Classroom
- 304 Adult Classroom
- Commons
- The Grove Café
- The Loft
- Worship Center

### Multipurpose (North Bldg)

- 110 Awana Room
- 170 Adult Classroom
- 210 Meeting Room

**Diagram for \_\_\_\_\_ Room** (complete one diagram for each room)

- = Rectangular Table   
  N = Narrow Rectangular Table   
 X = Chair   
 O = Round Table   
 ▼ = Easel  
 = Lectern   
 ⊙ = Stool   
 🎵 = Music Stand   
 W = Whiteboard   
 D = Divider

**Note:** Sunday morning set-ups needed between 8am to 1pm are self-service. However, do indicate your layout below so we are aware of your requirements.

Please draw a diagram below, showing location and number of chairs, tables, and other equipment needs.

### Equipment Quantities

- Easel – Qty \_\_\_\_\_   
  Lectern – Qty \_\_\_\_\_   
  Music Stand – Qty \_\_\_\_\_   
  Stool – Qty \_\_\_\_\_  
 Whiteboard – Qty \_\_\_\_\_   
  Divider – Qty \_\_\_\_\_   
  Divider (Accordion) – Qty \_\_\_\_\_

**Is Media Equipment/Assistance Needed For Activity?** Yes  No  If yes, you must also submit a media request form, which is available [online](#).

**Comments / Other Needs:** \_\_\_\_\_

\_\_\_\_\_