



Registration Table Note: the registration table is located right outside of the room. Food table is at least 3' away from walls so participants can travel down either side. Outer circle starts at the ends of the table and includes the table. For the inner circle, after every 5 chairs, leave a 3ft. gap. Ideally the chairs and circles are as tight together as possible (in a Gym, this is no bigger than half-court)

Room Set-Up Diagram

Room Set-Up Photo



- Please place table up against the wall furthest from the entrance. The "opening" into the circle of chairs is subject to the direction students are entering from.
- No more than 2 ft. of space between the inner and outer circle of Chairs.
- The outside circle of chairs starts at one edge of the table, and goes around to the other edge. The tighter the circle can be to the table itself, the better.

