



TEXAS CITY DEPARTMENT OF RECREATION & TOURISM

### SETUP - CROCKETT ROOM

2010 5th Avenue North • Texas City, Texas 77590 • 409-643-5990



(15' x 27') Maximum Capacity: 50

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Name of Event	
Date of Event	
Estimated Number of Guests	
Number of Chairs	
# of 8' Tables (limit 1)	
# of 4' Tables (limit 1)	

Flags (U.S. & Texas)

Media (\$50.00)

Easel  Flip Chart  Display

Free Standing Podium

Piano (\$50.00)

Other: \_\_\_\_\_

***For Custodial Use Only***

Setup Completed by \_\_\_\_\_ Date \_\_\_\_\_

Time Event Ended \_\_\_\_\_ Actual Attendance \_\_\_\_\_ Security Present  Yes  No