



# THE 29<sup>th</sup> STREET COMMUNITY CENTER

## Equipment Request – (Items available on first come first serve basis)

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*If requests are incomplete, made the day of your event, or made verbally, there are no guarantees that they will be fulfilled. All requests must be written below with all columns filled out to be considered complete. The amount listed reflects the amount we have on site, which does not reflect the amount that may be available to you on the day of your event if someone else has previously reserved the equipment. The Coordinator will do their best to ensure that the amount of equipment received is as close to the request as possible and will notify the Contractor if the equipment requested is not available or if there is a large discrepancy between what is requested and what is available.*

- **Rectangular Folding Tables [30]**  
*(6-8 people/table)*
- **Cafeteria Folding Tables [3]**  
*(14-16 people/table)*
- **Stacking chairs [180]**
- **Folding chairs [20]**
- **Large speakers [1 set]**
- **Small speakers [2 sets]**
- **Microphone [1]**
- **Projector [1]**
- **Projector screen [1]**
- **Extension cord [2]**
- **Internet access (No onsite tech support provided)**
- **Basketballs [8]**