

Oregon Business Professionals 05/01/2017 Pacific

Large events where food is served will need additional trash/compost bins brought in If AV present, lower screen &window shades

If no AV, raise screen &shades

Easels should be removed if not shown in diagram Whiteboards should be spotless w/a set of 4 pens & eraser Thermostats- set on 65 &volume control "0"