



Cary United Methodist Church
500 1st Street, Cary IL 60013
Ph.847-639-7627
Fax 847-639-0920

Room Set-up Request

Event Date: _____

Month / Day / Year

Name of Event: _____

Group/committee: _____

Contact Person: _____

Phone: _____

Set-up for: Date _____ to _____ Time _____

Room(s) to be set up: _____ (ie. FHall or 107 etc.)

Description/drawing of set-up needed: (Please allow a minimum of 4 work days.)

- Please return to Custodian's mailbox.