

2024 CONVOCATION BREAKOUT ROOM ASSIGNMENTS

Monday, July 29, 2024 -Friday August 2, 2024

AUXILIARY	ROOM	SETUP	NOTES
WOTCC Admin Room	201A	4, 6-foot tables with Chairs, WIFI access, ability to plug in laptops (8) setup for 8-10	Admin to gather and meet
Childrens Ministry	204A	6, 6Ft Tables with chairs, 2 6ft tables for supplies, WIFI Access, Trash cans as this room will be used for arts and craft, setup for 50 children	Location for Arts and Crafts for Youth
Hospitality suite	201C & 201D	sitting area with couches and loveseat setup like a living room with coffee table Separate area for a executive type table with 8-10 chair for meeting separate area to allow our preachers to change clothes before and after they preach 2 6t tables to hold snacks, water and food for our visiting preachers with cloth linen WIFI Access	Will be used for visiting preachers and their spouses to congregate and get changed before they preach
Prayer room	202B	this will have 6 rows of chairs spaced apart to allow people to pray. setup for 50 people	This room will be open 24 hours for prayer should someone come in and pray.
Seniors Lounge	201B	6 round tables with chairs 2, 6 ft tables for food, snacks and drinks setup for 50 people WIFI Access	This will be for our seniors to congregate
Youth Room	203A 203B	10 round tables with chairs 2, 6 foot tables for food, drinks and snacks 3 TV's to allow them to plug in their game consoles (Please send me pricing first) WIFI Access setup for 75	Place for youth to come in and congregate

Security Room	211	1, 6-foot table with chairs around it	Meeting Place for Security Team
Offering Room	210	1, 6-foot table with chairs around it	Counting of the offerings

ALL SAINTS GATHERING, FRIDAY AUGUST 2, 2024 LOCATIONS BEFORE SERVICE 6:00 PM SERVICE

Executive Board of Bishop	202B	Leave room as is	Gathering locations to procession in
Board of Bishops	202A	Add 6 round tables with chairs	
Elders/Ministers	203B	Leave room as is	
Deacons	203A, 203B	Leave room as is	
Missionaries	201A	Add 30 more chairs	
Wives of Exec. Board of Bishops	201B	Leave room as is	
Visiting Clergy	201C and 201D	Leave room as is	

Rooms behind stage of East and West Ballrooms

For the rooms to the left and right of the stage on the convention room floor.

1. The dressing room to the **right facing the stage** will be a prayer room. We would like the room empty with just chairs around the walls in the room.
2. For the room to the **left facing the stage** will be our nurse’s lounge. We will bring in a bed and wheelchairs and would like 6 chairs in there. We will use the dressing room ledge and will not need a table.