

# **Purdue Athletics & Boilermaker Hospitality Event Setup Styles Guide 2019**

## **Banquet Style**

Standard table with 8 chairs around it for dining. Table style, 60' round or 72' long square, depending on venue. Ideal for Awards Banquets, Fundraisers, General Banquets, Wedding Receptions and Wedding Rehearsal Dinners.

## **Cabaret Style (Crescent Style)**

Similar to the banquet style but there are 5 chairs on one side of a 60' table and facing the front of the room. Ideal for Awards Banquets, Conferences, Conventions, Fundraisers and Seminars/Lectures.

## **Stand-Up Reception Style**

High tops scattered throughout the room. Ideal for Fundraisers, General Receptions and Social Galas.

## **Mixed Reception Style**

High tops scattered throughout the room with few seating options. Ideal for Fundraisers, General Receptions, Conferences and Social Galas.

## **Theater Style**

Chairs in rows facing a panel table or podium at the front of the room. Ideal for Conference, Seminar/Lectures and Wedding Ceremonies.

## **Hollowed Square Style**

Tables are placed in square shape with an opening in the middle. Chairs are placed around the outside. Ideal for Meetings and Seminars/Lectures.

## **U-Shaped Style**

Tables placed in a U-shape with chairs along the outside. Ideal for Meetings and Seminars/Lectures.

## **Classroom Style**

Chairs and tables arranged in rows facing in front to support writing or using computers. Ideal for Conferences, Meetings and Seminars/Lectures.

## **Exhibition Style**

Tables are placed around the room as 'booths' to display a variety of information or products. Ideal for Conferences and Conventions.