



Lashutka Event Center

3479 Riverside Drive

*Please complete and return: Fax:(614) 645-0686 or
Email: crpdrentalconfirmation@columbus.gov

Name: _____ Date of Event: _____
Event Type: _____ Time of Event: _____ to _____
of Guests: _____ (Maximum Occupancy: 50)
Alcohol Being Served: YES _____ NO _____ If Yes, Approved Beverage Contractor: _____

of Tables for Seating: _____ # of Chairs Per Table: _____

Head Table: 0 _____ 1 _____ 2 _____ # of Chairs at Head Table: _____

Buffet/Food Tables: 0 _____ 1 _____ 2 _____ 3 _____

Gift Table: YES _____ NO _____ Cake Table: YES _____ NO _____

Bar Table: 0 _____ 1 _____ 2 _____

Additional Tables (for example; DJ, Sign-In, Beverage, Hors D'oeuvre, etc.)

*Table Sizes:

8' x 2.5' Banquet Style (6 Available)

5' Round Table (8 Available)

3' Cabaret (3 Available for Balcony Use Only)

*If you want to provide an example of how you would like your tables setup, please sketch in on the diagram below.
We will do our best to accommodate but may need to adjust accordingly to allow for maximum efficiency. If no sketch is submitted, we will setup the facility according to event type and the information provided above.

Additional Helpful Information:

