



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 ___

***Table Sizes:**
 8' x 2.5' Banquet Style (6 Available)
 5' Round Table (8 Available)
 2.5' Cabaret (3 Available)

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

*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:

