



Tourism Partner Inventory Form
Meeting Facility Amenities

Business Name: _____

Meeting Facility Type:

- Auditorium
Civic & Conference Centers
Hotel Spaces
Outdoor Spaces
Restaurant
Sports Venue
Unique Venues

Wedding Venue Type:

- Farms & Vineyards
Historic Homes
Unique Venues

Number of meeting rooms: _____
Do you offer a Shuttle Service? ___ Yes ___ No
Total Square Feet: _____
Total Seating Capacity: _____

Description of meeting facility as a whole: (50 words or less)

Four horizontal lines for text entry.

Meeting Equipment: (Audio/Visual, TV, Easel, etc.)

Three horizontal lines for text entry.

Please answer for each room:

Room Name: _____

Square Feet: _____

Room Width: _____

Room Length: _____

Room Height: _____

Theater Capacity: _____

Classroom Capacity: _____

Banquet Capacity: _____

Reception Capacity: _____

Booths/ Exhibits: (how many will fit in space) 8x10 _____ 10x10 _____ No exhibit space _____

Description of this room: (50 words or less)

Four horizontal lines for text entry.

Please send a digital copy of the floor plan as well as well as any high-resolution photos of the space to
slagasse@johnstoncountync.org.

Room Name: _____

Square Feet: _____

Room Width: _____

Room Length: _____

Room Height: _____

Theater Capacity: _____

Classroom Capacity: _____

Banquet Capacity: _____

Reception Capacity: _____

Booths/ Exhibits: (how many will fit in space) 8x10 _____ 10x10 _____ No exhibit space _____

Description of this room: (50 words or less)

Room Name: _____

Square Feet: _____

Room Width: _____

Room Length: _____

Room Height: _____

Theater Capacity: _____

Classroom Capacity: _____

Banquet Capacity: _____

Reception Capacity: _____

Booths/ Exhibits: (how many will fit in space) 8x10 _____ 10x10 _____ No exhibit space _____

Description of this room: (50 words or less)

Room Name: _____

Square Feet: _____

Room Width: _____

Room Length: _____

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Theater Capacity: _____

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Banquet Capacity: _____

Reception Capacity: _____

Booths/ Exhibits: (how many will fit in space) 8x10 _____ 10x10 _____ No exhibit space _____

Description of this room: (50 words or less)
