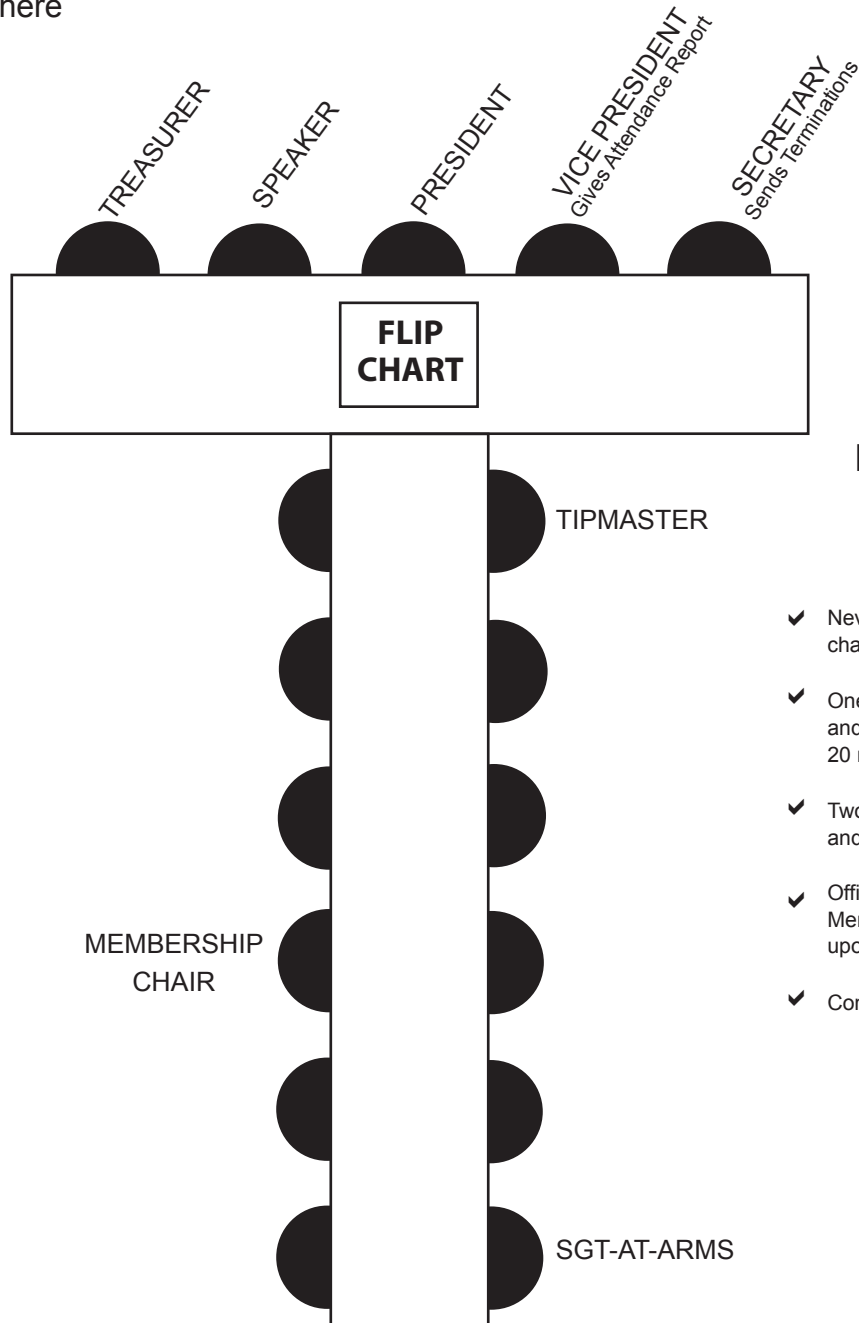




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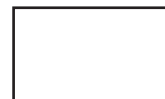
T Shaped Meeting Layout

- ✓ Never have empty chairs at the Head Table
- ✓ One Showboater, Greeter, and Speaker if less than 20 members.
- ✓ Two Showboaters, Greeters, and Speakers if 21 or more.
- ✓ Officers and Committee Members ALWAYS STAND upon introduction.
- ✓ Committees:
 - Ethics Chair
 - Business Mixer Chair
 - Program Chair
 - Publicity
 - Mentor
 - Visitation Chair

SGT-AT-ARMS

Starts Tip Bucket, Greets late Guests, Gives Business Cards to President.

SHOWBOATER



SHOWBOAT TABLE
Placed at entrance

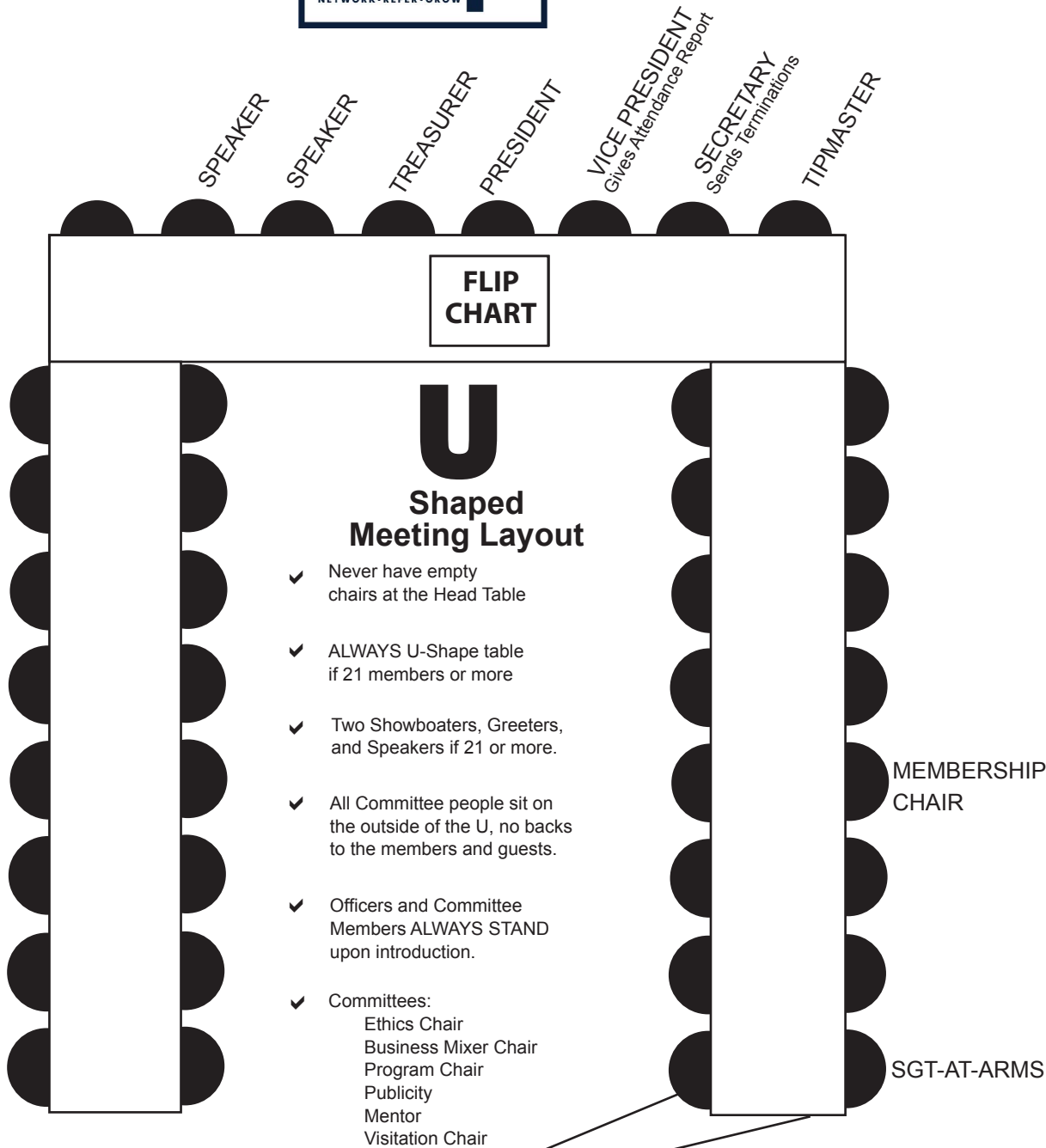
ENTRANCE TO ROOM

GREETING TABLE

Guest Lables, Guest Register,
Pack of Five, Handouts, etc.

GREETER

Flag goes here



SGT-AT-ARMS

Starts Tip Bucket, Greets late Guests, Gives Business Cards to President. Sits closest to door, greeting anyone coming in late.

SHOWBOATER



SHOWBOAT TABLE
Placed at entrance

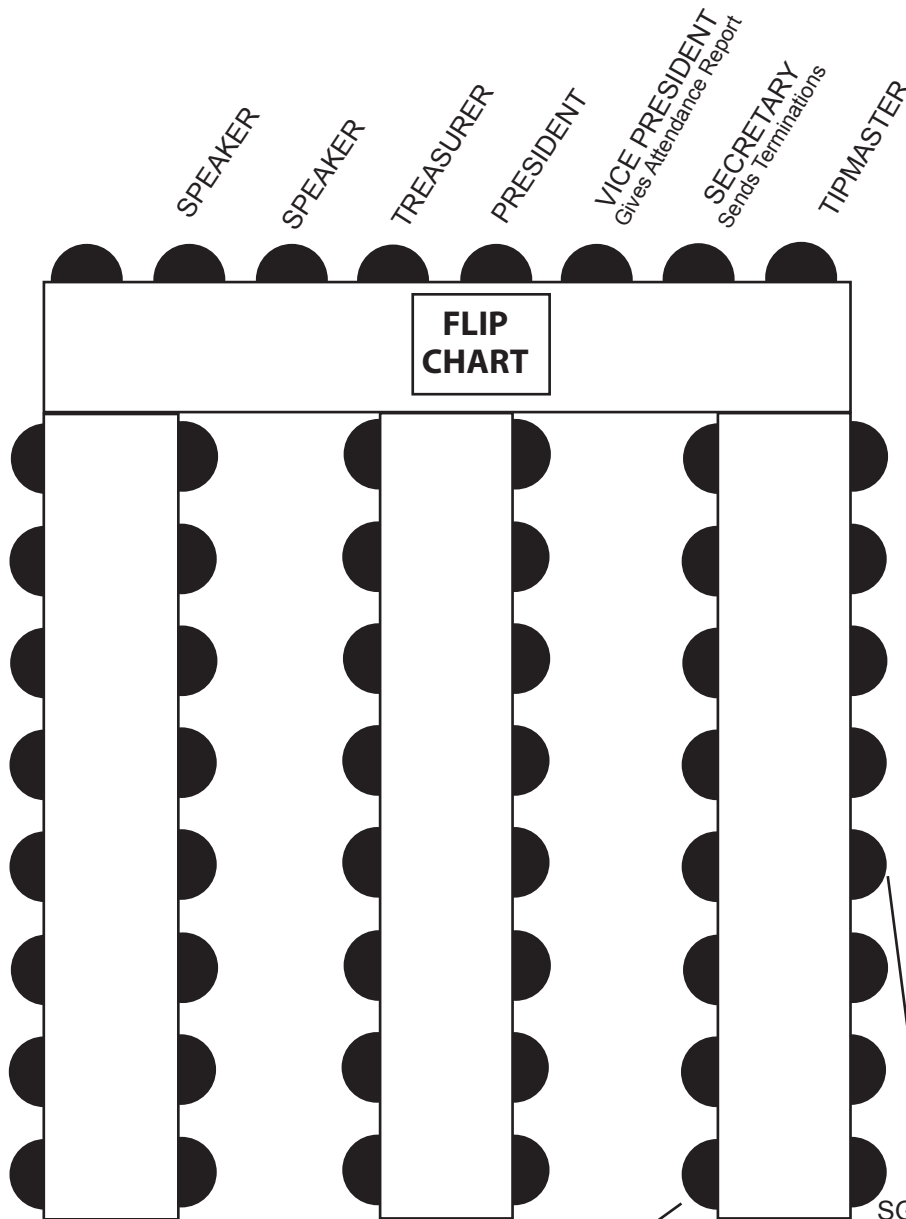
ENTRANCE TO ROOM

GREETING TABLE

Guest Lables, Guest Register, Pack of Five, Handouts, etc.

GREETER

Flag goes here



E Shaped Meeting Layout

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MEMBERSHIP CHAIR

SGT-AT-ARMS

SGT-AT-ARMS

Starts Tip Bucket, Greets late Guests, Gives Business Cards to President. Sits closest to door, greeting anyone coming in late.

SHOWBOATER



SHOWBOAT TABLE
Placed at entrance

ENTRANCE TO ROOM

GREETING TABLE

Guest Lables, Guest Register, Pack of Five, Handouts, etc.

GREETER