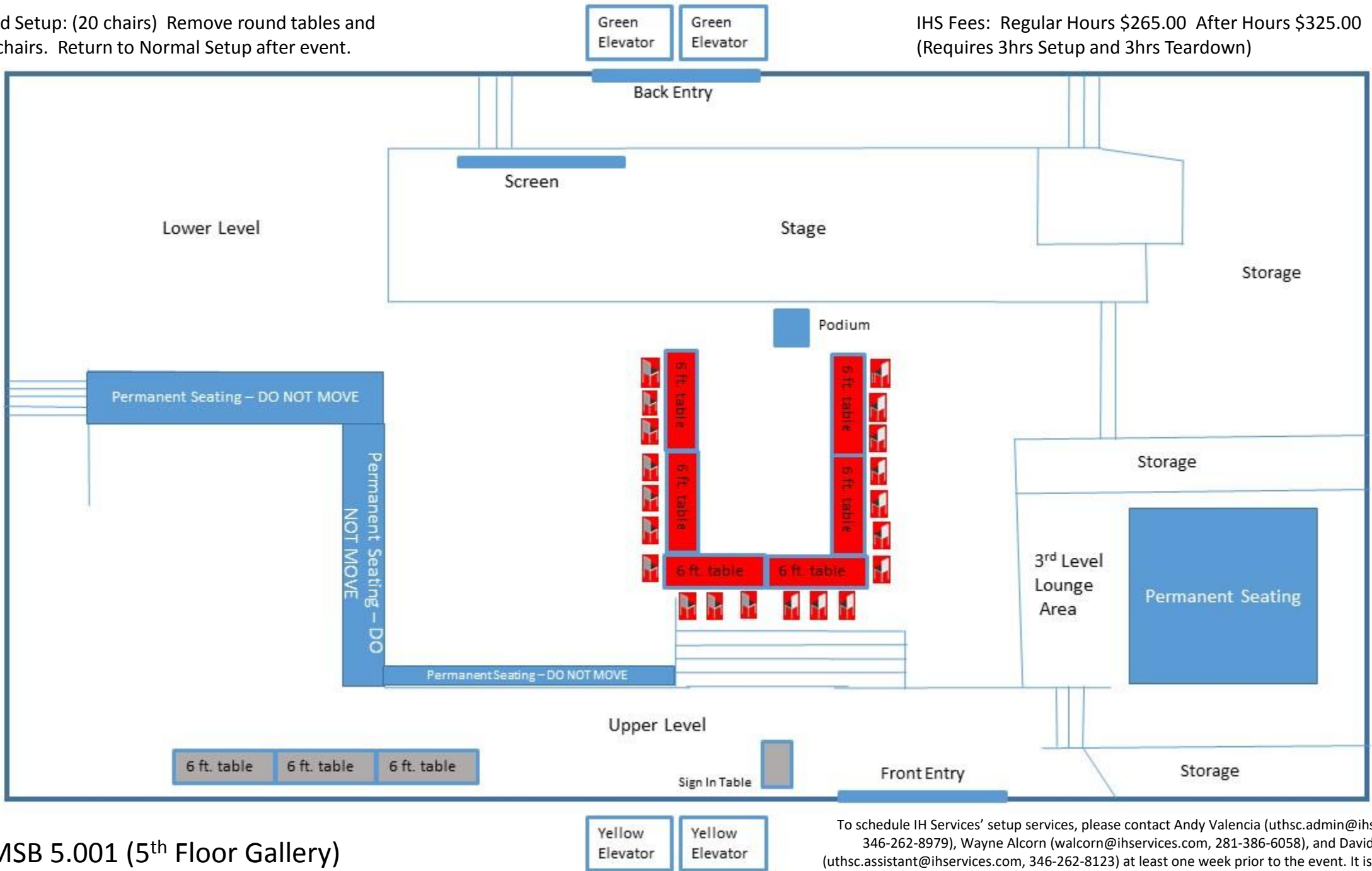


U-Shaped Setup: (20 chairs) Remove round tables and unused chairs. Return to Normal Setup after event.

IHS Fees: Regular Hours \$265.00 After Hours \$325.00  
(Requires 3hrs Setup and 3hrs Teardown)



MSB 5.001 (5<sup>th</sup> Floor Gallery)

To schedule IH Services' setup services, please contact Andy Valencia ([uthsc.admin@ihservices.com](mailto:uthsc.admin@ihservices.com), 346-262-8979), Wayne Alcorn ([walcorn@ihservices.com](mailto:walcorn@ihservices.com), 281-386-6058), and David Romero ([uthsc.assistant@ihservices.com](mailto:uthsc.assistant@ihservices.com), 346-262-8123) at least one week prior to the event. It is the customer's responsibility to ensure the setup/tear-down is taking place as scheduled.