



2022 FCRV CAMPVENTION  
EQUIPMENT REQUEST FORM  
Colorado State Fairgrounds, Pueblo, CO  
**Deadline Apr 30, 2022**



Complete the below to request equipment that you will need to have at your function. Important: Also estimate the amount of each item needed (# of chairs, tables, etc).

Email the completed form to:

**George at: [glnichol59@msn.com](mailto:glnichol59@msn.com)**

Requester \_\_\_\_\_ Cell # \_\_\_\_\_

Presenter \_\_\_\_\_

Event Type: Luncheon \_\_\_\_ Seminar \_\_\_\_ Meeting \_\_\_\_

Other: \_\_\_\_\_

Event Name \_\_\_\_\_

Place Event is held \_\_\_\_\_

Date Equipment is needed \_\_\_\_\_ Time Needed \_\_\_\_\_

# of Chairs \_\_\_\_\_

# of Table(s) \_\_\_\_\_

**Sound System: Speaker** YES or NO      **Microphone** YES or NO

**Projector & Screen** YES or NO

**(Projector, Screen, and HDMI Cable is available for FCRV meetings ONLY)**

Expected Attendance \_\_\_\_\_

**NOTE:** One Table & One Chair will be furnished for each Seminar. All other items i.e. projector & screen must be provided by the Seminar Presenter.