Date Received: _____
Tentative ☐ Final Placement ☐
Room Number: _____

AMERICAN
# NUMISMATIC
ASSOCIATION

## MEETING ROOM REQUEST FORM –ATLANTA

## CLUB

**February 27-29, 2020**
**COBB GALLERIA CENTRE**
**2 Galleria Pkwy * Atlanta, Georgia 30339**

**PLEASE COMPLETE AND RETURN THIS FORM FOR YOUR MEETING**
**Club must be an active ANA member to receive complimentary meeting space.**
**Form must be received by December 13 to guarantee listing in the Show Guide.**

### MEETING INFORMATION

Club Name: _____Contact: _____

| | ***First Choice*** | ***Second Choice*** |
|---|---|---|
| Day | _____ | _____ |
| Date | _____ | _____ |
| Time | _____ | _____ |

### PREFERENCES

*All meetings will be held in the convention center unless otherwise noted*

Listed in Show Program: _____Yes _____No

Duration: _____Expected Attendance: _____

Purpose: _____ (General, board mtg, seminar, etc.)

Seating Style: _____ (theatre or seminar: seating style not guaranteed, based on what is available)

Head table/how many? _____

***Do you require?*** (The ANA will provide ONE screen in your Meeting Room at no charge. All food and beverage as well as any additional audio visual are at the organization's expense. If YES, you will be provided the catering and audio visual contact information)

Screen Requested: ***yes***___ ***no***___ A/V: ***yes***___ ***no***___ Food & Beverage: ***yes***___ ***no***___

***Special Instructions:*** _____

***Person making arrangements:*** _____

### CONTACT INFORMATION

Club Name: _____

Club ANA Member #: _____ Contact: _____

Address: _____ C/S/Z _____

Phone: _____ Fax: _____Email: _____

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