

OBTAINING A VENUE FOR OA SOUTH BAY EVENTS

South Bay Intergroup of OA is a non-profit 501(c)(3) and has liability insurance.

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Cost: \_\_\_\_\_

Room Capacity: \_\_\_\_\_

Theater Style (check): \_\_\_\_\_ or Tables and chairs (check): \_\_\_\_\_

Does the venue provide any of the following (check)?

Adequate parking \_\_\_\_\_ Lot? \_\_\_ Street? \_\_\_

Microphone/speaker system \_\_\_\_\_

Podium \_\_\_\_\_

OA member who gathered this information:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

eMail: \_\_\_\_\_

Provide information to the Special Events Chair as follows:

Eileen C. D.

Phone: 562.212.9265

eMail: events.oasbig@gmail.com

Thank you!