

Family Reunion Locations Check List

Date of Family Reunion _____ Your Score (5 the highest, 1 the lowest) _____

Location of Interest/Address _____

Contact Name _____ Tel _____

What kind of facilities and/or equipment we can use? _____

Bathrooms? _____ BBQ area? _____ Pavilion? _____ Fridge? _____

Tables and chairs? _____ Indoor area in case it rains? _____

Others: _____

How early can you start using their facilities, such as fridge? _____

Building/facility capacity (number of people) _____

Lead time to make reservation _____ How much does it cost? _____

Deposit required? _____ Cancellation policy _____

Emergency contact of the venue (such as to open the door or something goes wrong in the facility to call)

Other info: _____

