

Prom 2016

Seating Chart Form Instructions

Please note that due to limited table capacity at the convention center all efforts must be made to seat only **tables of 12 people, no less.**

As a result, students are asked to check with friends and family and if possible, **submit forms together in tables of 12.** If you are unable to do this we will try to seat you with or near at least one of the people you have selected at the bottom of the form.

Where possible, we will seat the entire party at one table. If this is not your preference, please speak to Ms. Sheppard as soon as possible.

Each graduate is entitled to 4 tickets. Requests for additional tickets for step-parents must be made to Ms. Oldford.

Part A on the reverse of this sheet is for graduates whose date is NOT a graduate of this school this year.

Part B on the reverse is for graduates whose date is also a graduate of this school this year. Fill out only one form for both graduates.

Part C is for all graduates to complete.

FORMS MUST BE RETURNED TO MS.SHEPPARD BY Friday, March 4th ; SOONER IF POSSIBLE.

Remember to staple your forms together with those people that you want to sit at your table!!!!

PART A: FILL OUT THIS PART IF YOUR DATE IS NOT GRADUATING FROM THIS SCHOOL THIS YEAR!!

Graduate's Name: _____

Number of people in your party (NOTE this number must be the same as the number of tickets you will receive from the office): _____

PART B: FILL OUT THIS PART ONLY IF YOUR DATE IS ALSO A GRADUATE OF THIS SCHOOL THIS YEAR!!

Graduate's Name #1: _____

Number of people in your party (NOTE this number must be the same as the number of tickets you will receive from the office): _____

Graduate's Name #2: _____

Number of people in your party (NOTE this number must be the same as the number of tickets you will receive from the office): _____

PART C: ALL GRADUATES COMPLETE:

List in order of preference 3 other graduates whose table you would like to sit near, if possible, these are NOT the people sitting at your table. (No guarantees)

1. _____

2. _____

3. _____