Bioethics Research Library Checklist

- Victoria Kanellopoulos, 202-687-0360 or vk196@georgetown.edu.
- A staff member from your department must be present at all times.
- Bring enough people to help set and reset the room (i.e. moving furniture)
- Special Events equipment must be placed outside BRL for collection.
- All trash must be placed outside the BRL.
- Room must be put back in order at the end of your event.
- The big table and carrels cannot be moved.
- Please plug all lamps back in.

- A GU Catering staff member will lock the venue at the end of your event according to the end time listed on your reservation.

Last updated 10/3/2014