

Current Date

UCSF Fresno AV Services Request Form

In order to provide you with the best service , please completely fill out this request form as soon as possible. You can either email the form by clicking on the tab at the top right corner, or print and fax it back to **(559)499-6661**.

Requestors Name

Phone Dept/Organization

Program/Event Title

Program/Event Date Program/Event Time To

Type of Program/Event

Room Selection

(All meeting rooms listed below include a built in LCD Projector with Screen AND a Networked Desktop PC with LCD Monitor.)

You are also welcome to bring your own presentation laptop.

**Denotes that additional AV support such as VCRs, DVD players, Conference Phone and HD Camcorder are available upon request .*

- Auditorium
- Room 116
- Room 118
- Room 137*
- Room 108*
- Room 111*
- Room 112*
- Room 113*
- Room 135*
- Room 136
- Room 201*
- Room 217*
- Room 218*
- Room 234*
- Room 252*
- Room 301*
- Room 329*
- Room 333*

Conference Support

Microphone Selection

- Podium Mic
- Wireless Lapel Mic
- Wiress Handheld Mic

Miscellaneous

- Remote Control for PC/PowerPoint
- Laser Pointer
- HD Camcorder & Tripod
- VHS Tape Player
- DVD Player
- Conference Phone
- Document Camera

Comments

Comments pertaining to AV issues only please.

(Please note that specific room seating and layout issues should be addressed with our Receptionist at (559) 499-6400.)