

February 11, 2010

RE: Seating Capacity, Helena Township Community Center—2925 sq ft. allowable.

In accordance with the Antrim County Building Dept, the State Building Codes and State Fire Laws, please see the enclosed formula for an assembly without fixed seats. They are as follows, keeping fire lanes from front to back doors and French doors to kitchen clear of all tables and chairs:

Chair seating only: 417 Capacity

Table and chair seating: (not including tables for food and gifts): 195 Capacity (200 maximum for sit down dinners).

Fundraisers and wedding receptions where guests are staggered will be taken into consideration for seating totals.

This will not be posted in the facility, so this letter, being in compliance with State Building and Fire Codes, from the County Building Dept., shall serve as your reference in planning your event.