

## Seating Information

Cocktail Parties (stand up)	5 to 6 Sq. Ft. Per Person
Cocktail Parties (some seated)	8 Sq. Ft. Per Person
Reception, Tea Type (some seated)	8 Sq. Ft. Per Person
Dinner using oblong tables	8 Sq. Ft. Per Person
Dinner using round tables of 10	10 Sq. Ft. Per Person
Dinner using round tables of 6, 8 & 12	12 Sq. Ft. Per Person
Cathedral Seating (seating in rows)	6 Sq. Ft. Per Person
Dance Area	2 to 4 Sq. Ft. Per Person

**RULES OF THUMB** for estimating seating capacity per square foot:

### **For Banquet style seating-**

When using oblong tables, divide the room area (sq. ft.) by 8.

When using round tables, divide the room area (sq. ft.) by 10.

These figures are for maximum seating. If space is available for more comfortable seating, allow an additional 2 sq. ft. per person.

### **For classroom style seating-**

Divide the “student” seating area (sq. ft.) by 8.

### **For theater style seating-**

Divide “spectator” seating area (sq. ft.) by 6.

This method of figuring allows for chair and passage aisle. It does not allow for problems caused by wide traffic aisle, location of columns, service doors or unique room shapes. It is useful for a quick, general approximation.