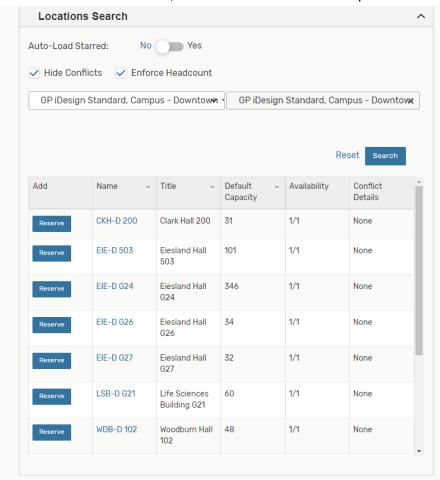# *How to Request Multiple Spaces for an Event Request*

1. At the Location Search portion of the event form, if there are multiple available locations, click "Reserve" to add multiple locations

2. Those locations will appear in the list below