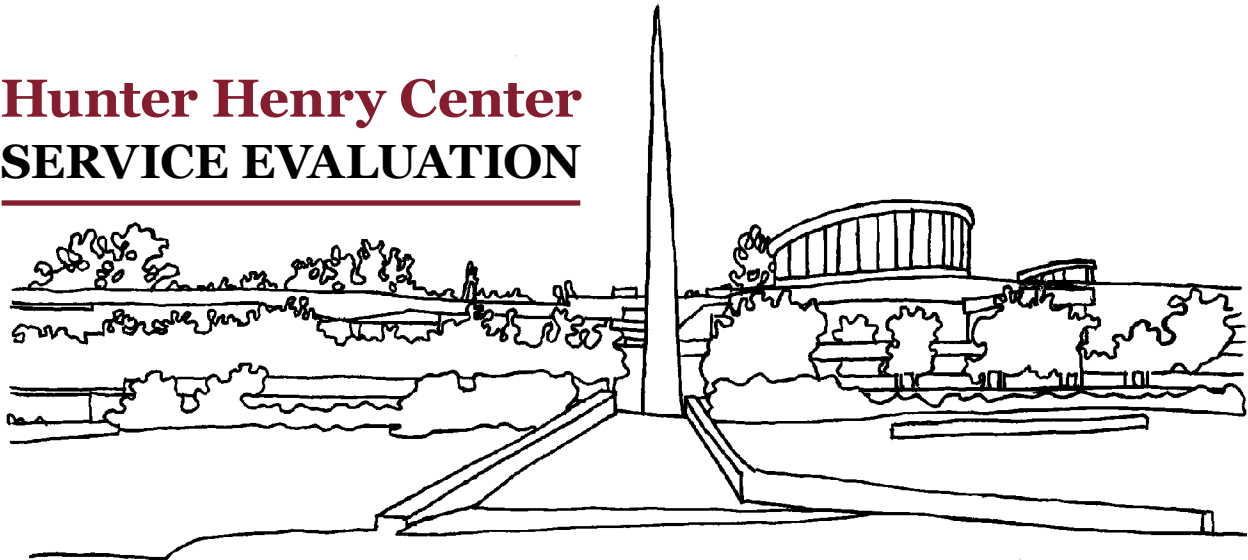


Hunter Henry Center SERVICE EVALUATION



The Hunter Henry Center greatly values your business.

Please assist us in providing the best quality of service to our customers by filling out this survey.

Simply circle the number that best corresponds with the level of service you received in each area, with 1 being the lowest rating and 4 being the highest. Also mark any items that did not pertain to your event with an N/A signifying non-applicable. Additional comments are welcome.

Rate us as: 4=Excellent, 3=Good, 2=Fair, 1=Poor, N/A=Non-Applicable.

RESERVATIONS OFFICE:

Friendliness/Professionalism	4	3	2	1	N/A
Accuracy of reservations	4	3	2	1	N/A
Responsiveness to requests	4	3	2	1	N/A
Ability to be reached when needed	4	3	2	1	N/A
Knowledge of facility	4	3	2	1	N/A

COMMENTS: _____

BUILDING SERVICES:

Friendliness/Professionalism	4	3	2	1	N/A
Accuracy of setup	4	3	2	1	N/A
Responsiveness to requests	4	3	2	1	N/A
Ability to be reached when needed	4	3	2	1	N/A
Knowledge of facility	4	3	2	1	N/A

COMMENTS: _____

CATERER(S):

Friendliness/Professionalism	4	3	2	1	N/A
Responsiveness to requests	4	3	2	1	N/A
Ability to be reached when needed	4	3	2	1	N/A
Quality of food served	4	3	2	1	N/A
Presentation of meal	4	3	2	1	N/A

COMMENTS: _____

Rate us as: 4=Excellent, 3=Good, 2=Fair, 1=Poor, N/A=Non-Applicable.

MEETING FACILITIES:

Condition/Cleanliness	4	3	2	1	N/A
Lighting	4	3	2	1	N/A
Heat/Air	4	3	2	1	N/A
Atmosphere	4	3	2	1	N/A
Setup time of room	4	3	2	1	N/A
Services in meeting areas	4	3	2	1	N/A
Quality of A/V equipment	4	3	2	1	N/A

COMMENTS: _____

MISCELLANEOUS:

Availability of business services	4	3	2	1	N/A
Delivery of meeting as expected	4	3	2	1	N/A
Accessibility of facility	4	3	2	1	N/A
Your overall total experience	4	3	2	1	N/A
Price/Value of facility and services	4	3	2	1	N/A

COMMENTS: _____

If you could identify one area where we surpassed your expectations, what would that be?

COMMENTS: _____

If you could identify one area where we did not meet your expectations, what would that be?

COMMENTS: _____

If you have the need, will you use the Hunter Henry Center again? If no, why not?

COMMENTS: _____

Do you have any specific comments or observations?

COMMENTS: _____



SURVEY RESPONDENT INFORMATION:

Name of Group: _____
Contact: _____
Phone: _____
Address: _____
City, State ZIP: _____
Email: _____
Date of Function: _____
Person Completing Evaluation: _____

If you feel the Hunter Henry Center could fulfill the meeting/banquet needs of a business associate, please provide us with their contact information below.

Name: _____
Business Name: _____
Address: _____
City, State ZIP: _____
Phone: _____
Email: _____

Thank you for your time! We look forward to serving you again.



PLEASE SUBMIT THIS EVALUATION TO:

Hunter Henry Center
Attention: Reservations Office
P.O. Box 423 (or MSU Campus Mail Stop 9551)
Mississippi State, MS 39762