[](https://www.smartsheet.com/try-it?trp=12156&utm_source=template-word&utm_medium=content&utm_campaign=Meeting+Room+Timetable-word-12156&lpa=Meeting+Room+Timetable+word+12156)**Meeting Room Timetable Template**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **Room** |  | **Week Of** |  |  |

| **Time** | **Monday** | **Tuesday** | **Wednesday** | **Thursday** | **Friday** | **Saturday** | **Sunday** |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 8:00 AM |  |  |  |  |  |  |  |
| 8:30 AM |  |  |  |  |  |  |  |
| 9:00 AM |  |  |  |  |  |  |  |
| 9:30 AM |  |  |  |  |  |  |  |
| 10:00 AM |  |  |  |  |  |  |  |
| 10:30 AM |  |  |  |  |  |  |  |
| 11:00 AM |  |  |  |  |  |  |  |
| 11:30 AM |  |  |  |  |  |  |  |
| 12:00 PM |  |  |  |  |  |  |  |
| 12:30 PM |  |  |  |  |  |  |  |
| 1:00 PM |  |  |  |  |  |  |  |
| 1:30 PM |  |  |  |  |  |  |  |
| 2:00 PM |  |  |  |  |  |  |  |
| 2:30 PM |  |  |  |  |  |  |  |
| 3:00 PM |  |  |  |  |  |  |  |
| 3:30 PM |  |  |  |  |  |  |  |
| 4:00 PM |  |  |  |  |  |  |  |
| 4:30 PM |  |  |  |  |  |  |  |
| 5:00 PM |  |  |  |  |  |  |  |

**Notes:**

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