



CONFERENCE CENTER

Amenities & Pricing

Conference Center Rooms Include:

Professionally Furnished Conference Rooms

- Table
- Suitable number of chairs
- Additional Side Chairs (2)

Internet Access

Secured, high-speed wireless

Support Resources

Available 8AM - 4PM, Monday - Friday)
 Other times available by arrangement w/ additional fee
 Lobby Receptionist (1/2 hour prior to conference time
 and during conference).

Additional options:

- Projector (for use with your laptop) (\$25.00)
- Coffee, Water and Soda Service (.75/item)
- Fax (Incoming and Outgoing) (No charge)
- Copies Black & White (.15/page)
- Color (.50/page)
- Printed materials (See 'copies' above)
(via email or flash drive)

If you have food brought in, additional catering fee of \$25.00
 You arrange for delivery and pick up from
 caterer of your choice.

Pricing

Room Size	# Persons seated@ table	Full Day	Half Day	Lunch Only (11-1) (includes catering fee)
Small	4	\$40	\$30	\$25
Medium	8-10	\$55	\$40	\$30
Large	10-12	\$75	\$50	\$40
*Board Room	14	\$95	\$65	\$55

*High-definition video conferencing: \$125/hour, plus long distance (if applicable)

*Business Exchange Center location only

6TH FLOOR LAYOUT

- Small Conference Room
- Medium Conference Room
- Large Conference Room
- Café Conference Room
- Huddle Room

