

Conference Fee ∫chedule

Conferences may be scheduled from 8:00 am to 4:00 pm Mon. — Fri. and 5:00 pm to 10:00 pm Mon. — Thurs. evenings. Weekend conferences may be available depending on our event schedule. Half-day rates are available for the morning portion (8:00 am to 12:00 pm) or the afternoon portion (12:00 pm to 4:00 pm). Please allow 15 to 30 minutes both at the beginning and end of your meeting for preparations and arrivals, breakdown and departures.

Room	Rate	Maximum Capacity*
Fireside Room	\$600 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	100
Carriage House	\$300 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	40
Aspen Room	\$200 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	12
Pine Room	\$200 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	12
Columbine Room	\$150 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	8
Gazebo	\$100 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	10
Extended Hours	\$75 per hour (Extended hours beyond 8:00 am to 4:00 pm can be purchased,	
	if available, but must be arranged in advance.) Extended hours can be purchased in $\frac{1}{2}$ hour (\$37.50) increments.	

^{*}Please see our Meeting Room Capacity Chart for more information.

Audio/Visual ∫ervices

Dry Marker Board	No Charge (includes markers and eraser)
Flip Chart Paper	No Charge
Flip Chart /tand	No Charge
Podium	No Charge
Projection \(\int \) creen	No Charge
Conference Phone (VOIP)	No Charge
Conference Phone (VOIP) w/long distance capabilities	\$25 per day
WI-FI	No Charge
52" Flat-∫creen TV (Fireside Room Only)	No Charge
42" Flat-∫creen TV	No Charge
DVD Player	No Charge
Extension Cord	No Charge
∫ound∫ystem (Fireside Room)	\$100 per day
found fystem w/Wireless Microphone (Fireside Room)	\$150 per day

Business Center Services

Сору	\$.15 per page
Fax	\$1 per page (local), \$2 per page (long distance)

Food & Beverage∫ervices

Coffee & Tea (unlimited)	\$3 per person per day
Coffee Urns	No Charge
Ice Water	No Charge

∫oda and vending machines are available near the lobby.

Effective: January 15, 2013