



## Conference Fee Schedule

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	\$700 - 8:00 am to 4:00 pm or 5:00 pm to 10:00 pm	100
Carriage House	\$400 - 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 ½ hour (\$37.50) increments.	

\*Please see our Meeting Room Capacity Chart for more information.

### Audio/Visual Services

Dry Marker Board	No Charge (includes markers and eraser)
Flip Chart Paper	\$25 per pad
Flip Chart Stand	No Charge
Podium	No Charge
Projection Screen	No Charge
Conference Phone (VOIP)	\$25 per day
Conference Phone (VOIP) w/long distance capabilities	\$50 per day
WI-FI	No Charge
52" Flat-screen TV (Fireside Room Only)	\$100 per day
42" Flat-screen TV	\$75 per day
DVD Player	\$25 per day
Extension Cord	No Charge
Sound System (Fireside Room)	\$150 per day
Sound System w/Wireless Microphone (Fireside Room)	\$200 per day

### Business Center Services

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

### Food & Beverage Services

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

Soda and vending machines are available near the lobby.