

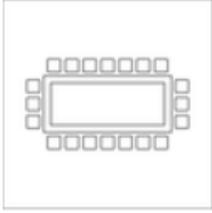
Meeting Space

Capacity Chart

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Meeting Room	Dimensions (LxWxH)	Area (sq ft)	Theater	Schoolroom	Conference	U-Shape	Reception	Banquet
Tactic	20x19x0	380			12			
Katmai Ex:Change A	34x23x0	782	80	30	25	20	50	50
Katmai Ex:Change B	34x26x0	884	80	30	25	20	50	50
Katmai Ex:Change C	34x28x0	952	80	30	25	20	50	50
Katmai ABC	77x34x0	2,618	240	90	75	60	150	150

Room Set-Up Examples



CONFERENCE AND HOLLOW SQUARE

Appropriate for interactive discussions and note-taking sessions for fewer than 25 people. Many hotels have elegant "boardrooms" for 10 to 20 people, equipped with full audiovisual capabilities, a writing board, cork board and a flip chart.



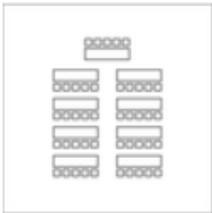
RECEPTION

Stand-up social function where beverages and light foods are served. Foods may be presented on small buffet tables or passed by servers. May precede a meal function.



BANQUET

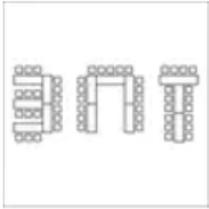
Generally used for meals and sessions involving small group discussions. A five foot round table seats eight people comfortably. A six foot round table seats 10 people comfortably.



SCHOOLROOM OR CLASSROOM

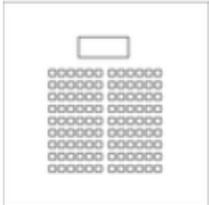
The most desirable setup for medium to large-size lectures. Requires a relatively large room. Tables provide attendees with space for spreading out materials and taking notes.

Room Set-Up Examples



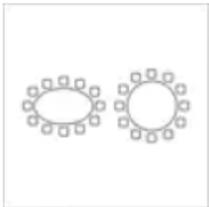
E-SHAPE, U-SHAPE AND T-SHAPE

Appropriate for groups of fewer than 40 people. These are best for interaction with a leader seated at the head of the setup. Audiovisual is usually best set up at the open end of the seating.



THEATER

Appropriate for large sessions and short lectures that do not require extensive note-taking. This is a convenient setup to use before breaking into discussion or role-playing groups because chairs can be moved.



OVALS AND ROUNDS

Generally used for meals and sessions involving small group discussions. A five foot round table seats eight people comfortably. A six foot round table seats 10 people comfortably.



Room Rental Fees

Day use: (7:00 AM or later until 4:00 PM)

Evening use: typically start around 5:00 PM until 11:00 PM or slightly later

All day use: daytime slot overlapping with evening time slot.

Katmai Ex:change A

Day use: \$500

Evening use : \$500

Combined: \$950

Katmai Ex:change A + B + C

Day use: \$1,500

Evening use one room: \$1,500

Combined: \$2,800

Katmai Ex:change A + B

Day use: \$950

Evening use one room: \$950

Combined: \$1,800

Tactic Boardroom

Day use: \$250

Evening use : \$250

Combined: \$450