

INTRODUCING YOU TO OUR SPACE

All our meeting rooms are designed for efficient meeting transformations to fit any vision and a variety of meetings and events.

The Garden Conference Center: 9000 Sq. Ft. consisting of five rooms that can be used on their own or converted into smaller meeting or event spaces.

Sycamore: 3000 Sq. Ft. is our center meeting room, with air walls opening up to the main hallway. This room can be used alone or in conjunction with **Cypress and Hawthorne** to either side.

Cypress: 3000 Sq. Ft., is located adjacent to the main entrance of the building, offering easy accessibility. This room can be used on its own or in combination with **Sycamore and Hawthorne**. This room can be divided in half with an air wall, **Cypress I & Cypress II**, to accommodate smaller break out rooms.

Hawthorne: 3000 Sq. Ft., is the exact mirror to **Cypress** and can be used in conjunction with **Sycamore** or divided in half with an air wall, **Hawthorne I & Hawthorne II**, for a smaller event easily accessible off our main hall.

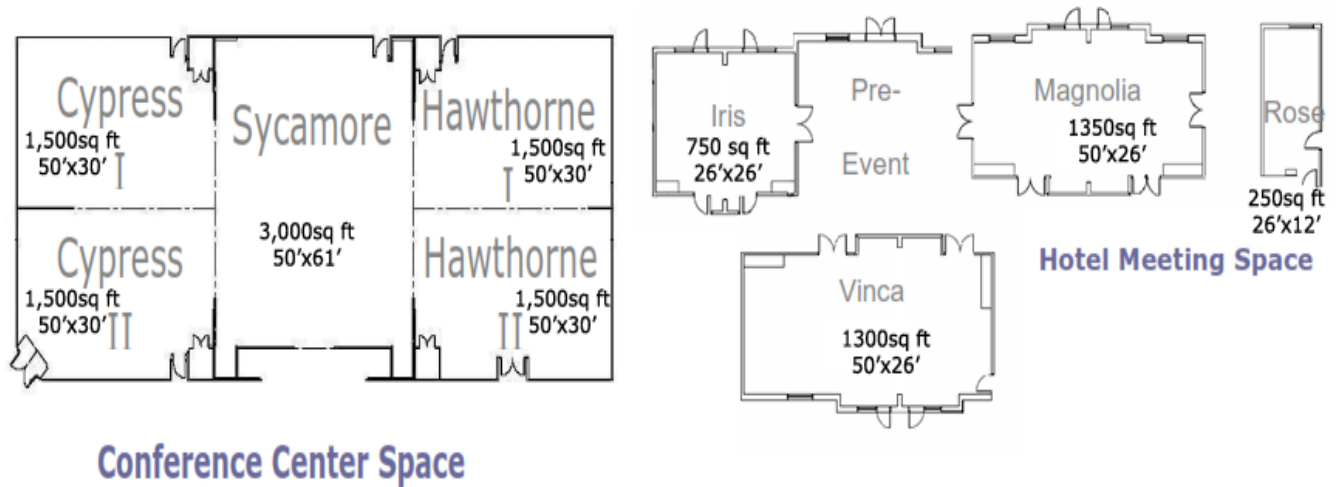
The Hilton Garden Inn – Hotel Meeting Space: 4000 Sq. Ft. consisting of 5 rooms that are perfect for smaller meetings and events.

Magnolia: 1350 Sq. Ft. located just off the main lobby of the hotel, this room can be used as is or the room can be divided in half with an air wall giving you flexible meeting space or a break out room.

Vinca: 1300 Sq. Ft. located just off the main hallway of the hotel, with access to the pre-event space where registration tables are often located. The Vinca room can also be divided into two separate meeting rooms with an air wall allowing for flexible meeting space.

Iris: 750 Sq. Ft. located just off the Pre-Event, is perfect for smaller events or board meetings, as with our other event space this room also divides into two separate event rooms with an air wall.

Rose: 250 Sq. Ft. our Board Room seating for 10, located on the main hotel hall way and away from the other meeting rooms for privacy.



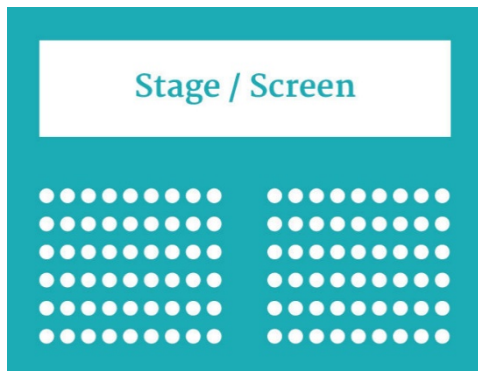
EVENT SPACE SIZE AND CAPACITY

Conference Center	Size	SqFt	Classroom	Theatre	Rds of 8	Rds of 6	U Shape	H Square
Ballroom	150x61	9,150	360	700	500	360	n/a	n/a
Sycamore	50x61	3,050	120	200	120	90	42	60
Cypress I	50X30	1,500	60	75	88	66	31	40
Cypress II	50X30	1,500	60	75	88	66	31	40
Cypress	50x61	3,050	120	200	120	90	42	60
Hawthorne I	50X30	1,500	60	75	88	66	31	40
Hawthorne II	50X30	1,500	60	75	88	66	31	40
Hawthorne	50x61	3,050	120	200	120	90	42	60
2 Sections	100X61	6,100	220	500	264	156	n/a	n/a

Hotel Meeting Space	Size	SqFt	Classroom	Theatre	Rds of 8	Rds of 6	U Shape	H Square
Magnolia	50X26	1300	60	100	80	60	36	42
Magnolia I	25X26	650	24	50	32	24	20	24
Magnolia II	25X26	650	24	50	32	24	20	24
Vinca	52X26	1352	60	100	80	60	36	42
Vinca I	33X26	858	30	60	40	24	24	30
Vinca II	19X26	494	15	30	24	18	20	24
Iris	29X26	754	30	50	32	24	20	24
Iris I	14X26	364	15	25	16	12	12	12
Iris II	14X26	364	15	25	16	12	12	12
Rose - Boardroom	12X26	312	n/a	n/a	n/a	n/a	n/a	12

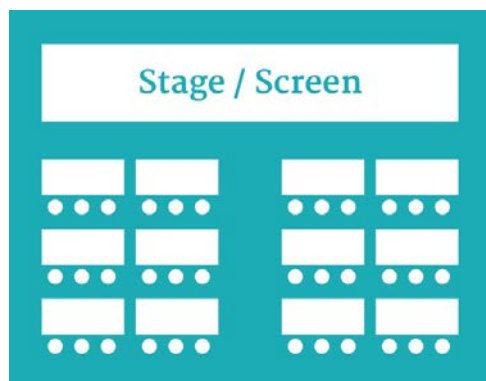
CAPACITIES ARE CURRENTLY AT 50% OF THE ABOVE MODEL.

ROOM SETUPS



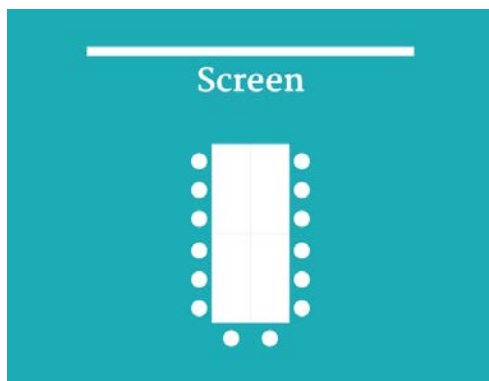
Theatre Style

Chairs in rows facing a stage, head table or speaker. This style allows for the most seating in any sized room. The aisle down the middle this provides easier access to the main stage as well as allows the majority of guests to be able to see the stage at a slight angle versus looking over someone's head. This set up is optimal when guests serve as the audience and is not recommended for food or note taking.



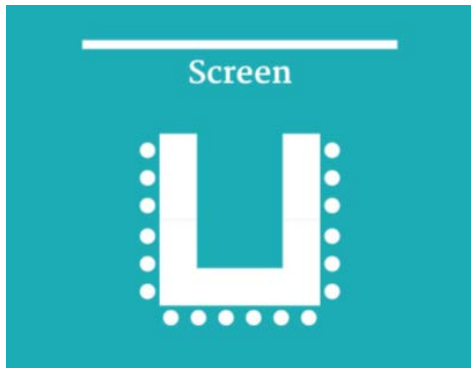
Classroom Style

Rows of tables facing the front of the room. This layout requires more space than theatre style per person, however, it allows everyone a space to take notes, rest their equipment or have their lunch. This style is well suited to events where notes will need to be taken, and provides a feeling of a higher quality event. Note, as everyone is facing one another's backs, this provides some barriers to group interaction.



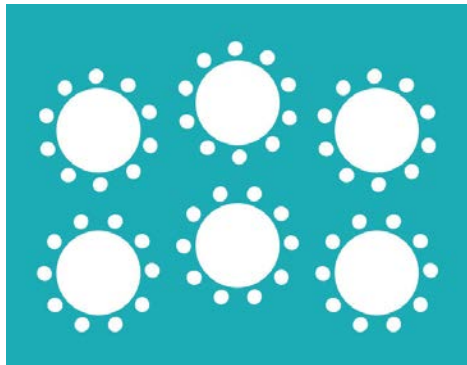
Boardroom Style

A rectangular or oval table set up with chairs around the sides and ends. This style works well if the group is small and the ability to make eye contact with one another is of importance. This style is ideal for board of directors meetings, committee meetings and discussion groups.



U-Shape Style

A series of tables set up in the shape of the letter U with chairs around the outside. Similar to the boardroom style, this accommodates a greater number of people and can provide easier access to viewing of presentations. The presenter can also command the space more easily by entering in to the center of the space and finding themselves closer to the guests.



Rounds

Round tables of up to 8 guests can provide an intimate feeling within a large gathering. This traditional setting allows all guests easy access to the table and is ideal for a meal.

Currently, 200 guests are the maximum seating for the Conference center which seats 400-450 with tables distanced and 4-5 per table. Smaller conference rooms Accommodate up to 20 in our current Pandemic mode.

Other options include:

Reception

This mingling environment can feature food stations and be customized with small rounds for placing drinks and dishes.

Square

Similar to boardroom, however provides individuals with more equality as all sides of the table are equal providing easier visualization of the group.

Crescent

Crescent style features round tables with chairs located only on half the table, allowing the attendees to visualize the speaker without someone's back to them

