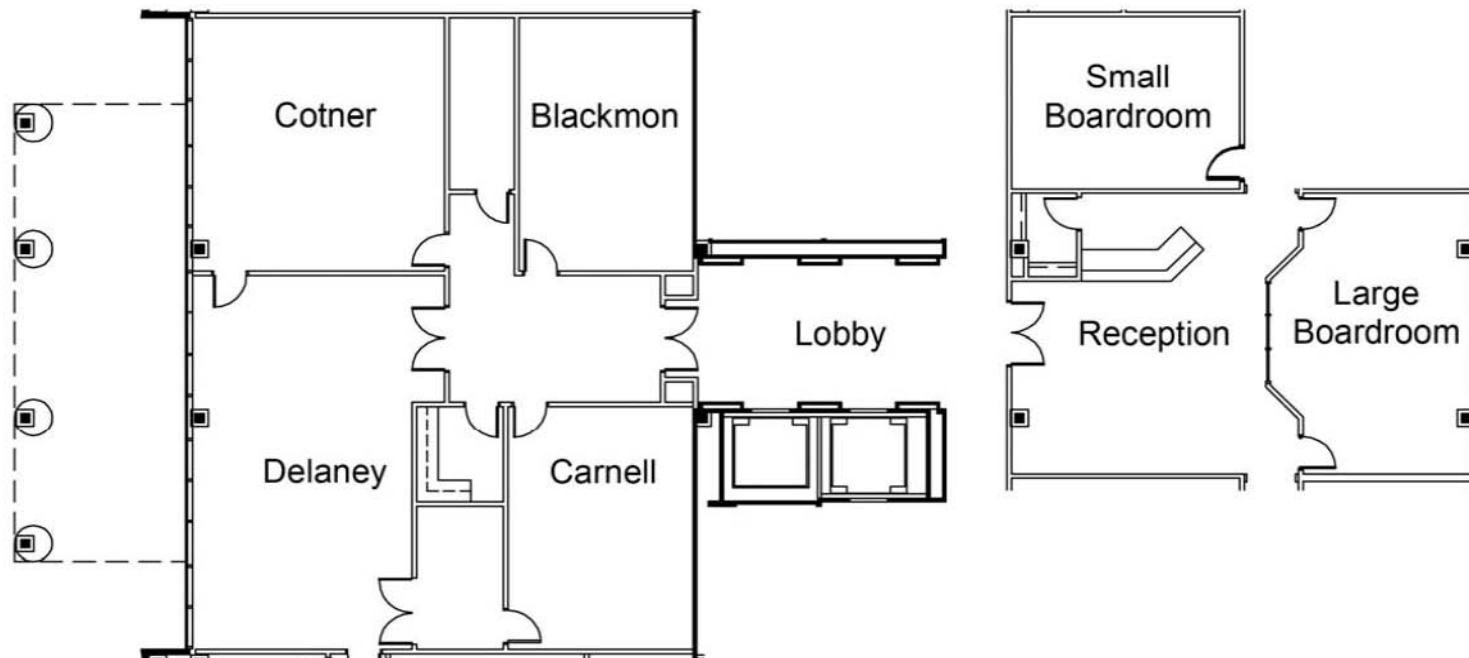


Conference Center I Room Specifications



Room Capacities		U-Shaped	Racetrack	Classroom	Theater	Executive	Price per day	Price per half day	Price per hour
Meeting Room	Size								
Delaney	785 sq. ft.	34	42	45	85	n/a	\$ 450	\$ 325	n/a
Cotner	585 sq. ft.	21	30	35	61	n/a	\$ 375	\$ 300	n/a
Carnell	400 sq. ft.	19	24	24	40	n/a	\$ 325	\$ 225	n/a
Blackmon	400 sq. ft.	19	24	24	40	n/a	\$ 325	\$ 225	n/a
Large Boardroom	482 sq. ft.	n/a	n/a	n/a	n/a	16	\$ 300	\$ 150	\$ 65
Small Boardroom	357 sq. ft.	n/a	n/a	n/a	n/a	10	\$ 250	\$ 140	\$ 55
Strategy Room	135 sq. ft.	n/a	n/a	n/a	n/a	4	\$ 200	\$ 130	\$ 45
Day Office	120 sq. ft.	n/a	n/a	n/a	n/a	3	\$ 175	\$ 125	\$ 45



Conference Center Amenities

Item	Price			
Internet Access	\$75 per day up to 25 people (Additional people per quote)			
Video Conferencing	Per quote			
Web Conferencing	Per quote			
LCD	\$25/hr		\$200/day	\$600/week
TV/DVD/VCR	\$50/day			
Phones, Polycom	Per quote			
Flip Chart	\$30 each			
Portable White Board	\$40/day			
Office Supplies	Per quote			
Scanning	Per quote			
Fax Services	\$1.00/page			
Administrative Services	Prices vary based on level of difficulty			
Copies	\$.12/black & white page			
	\$.60/color page			
Notary Service	\$5.00 per signature			
Catering*	Prices will vary upon menu selection			
Beverages*:				
Waters & Sodas	\$1.25 each (billed based upon consumption)			
Coffee	\$15 small			\$30 large

*Additional 25% service fee

Note: Food & Beverages to be provided by Ballantyne Business Center only.