

Meeting Room

Capacity	Carlton	West	East
Conference	42	24	24
U-Shape	39	15	15
Banquet	75	30	30
Theatre	96	40	40
Classroom	72	16	16
Reception	80	40	40

Room Rental:

Carlton	\$200 per day
	\$150 half day (4 hours or less)
East/ West	\$125 per day
	\$ 75 half day (4 hours or less)

- All meeting room are subject to 6% sales tax

Equipment Rental:

TV/VCR	\$25.00
Overhead projector	\$20.00
Flip Chart	\$15.00

Food & Beverage:

Decaf/ Reg coffee	\$12.00 per urn
Decaf/Reg. coffee	\$ 5.00 per pot
Soft Drinks	\$1.00 per can
Juice	\$6.00 per carafe
Baked items	\$8.00 per dozen

* all prices are subject to 6% sales tax