Conference Center (max cap. 150)
Default

S W N E (compass)

Not to Scale

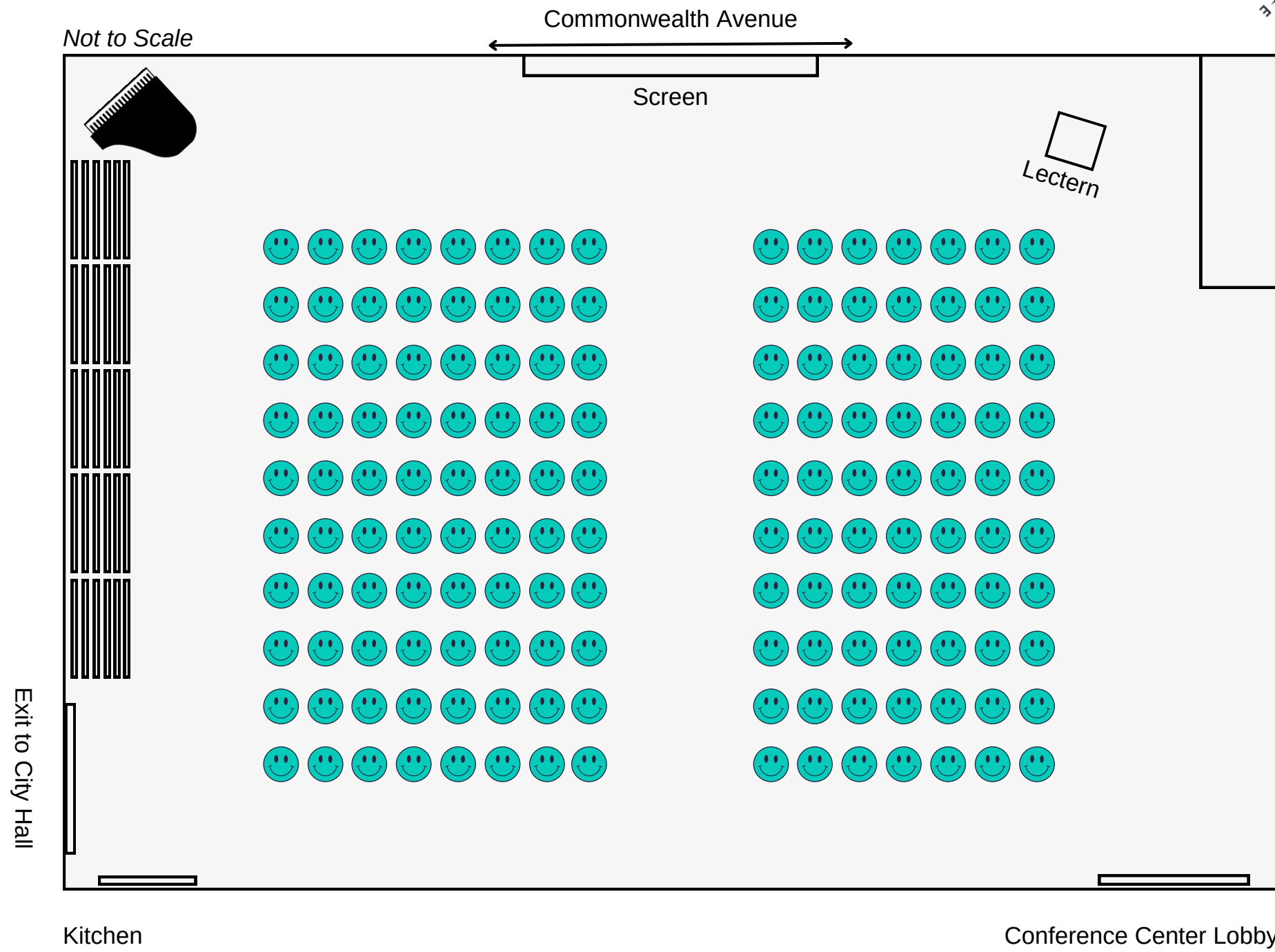Commonwealth Avenue

Screen

Lectern

Exit to City Hall

Kitchen

Conference Center Lobby

Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.

Conference Center

Audience - Seats up to 150

Not to Scale

Commonwealth Avenue

Screen

Lectern

Exit to City Hall

Kitchen

Conference Center Lobby

*Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.
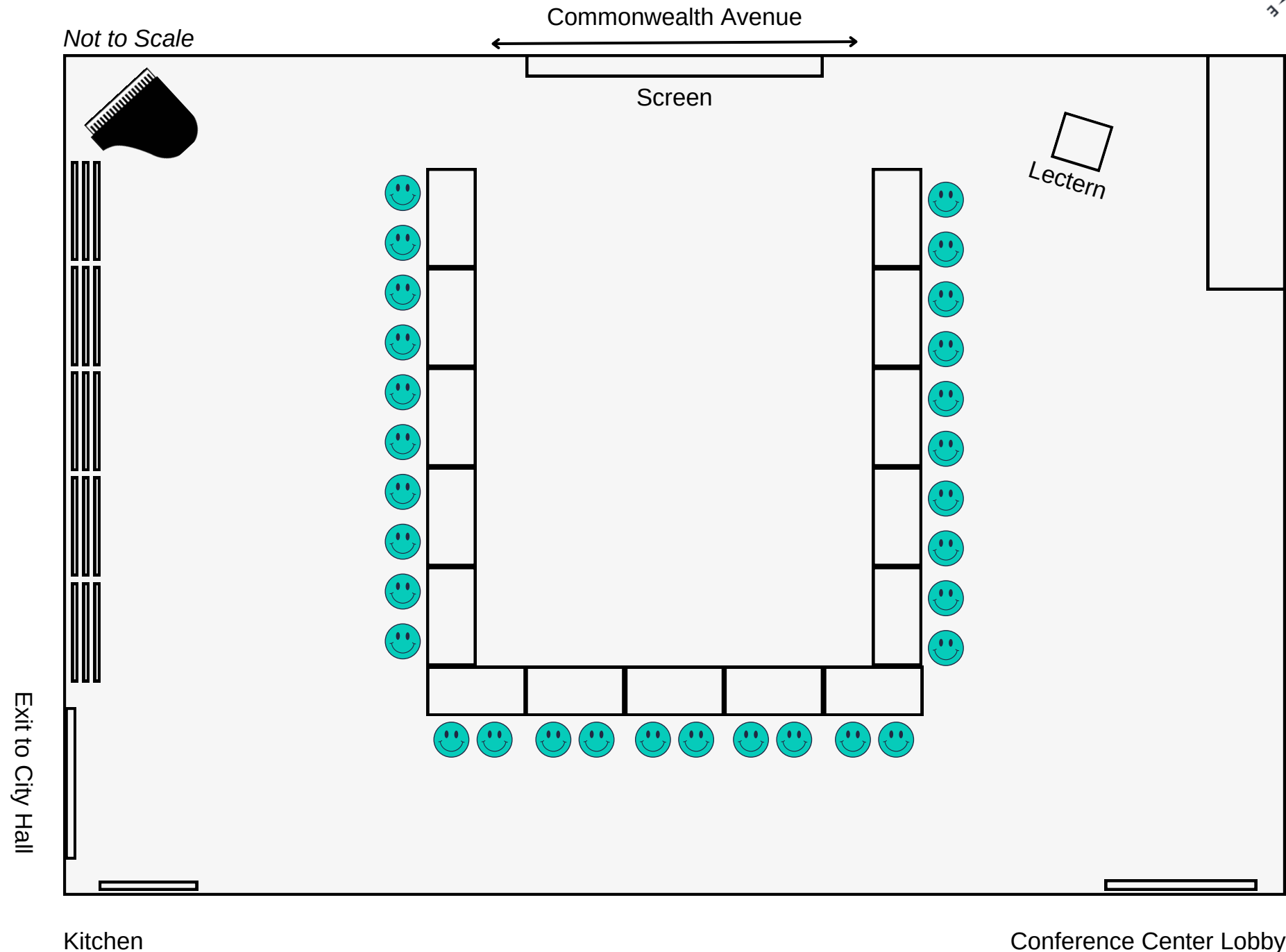
Conference Center
U Boardroom - Seats 30

Not to Scale

Commonwealth Avenue

Screen

Lectern

Exit to City Hall
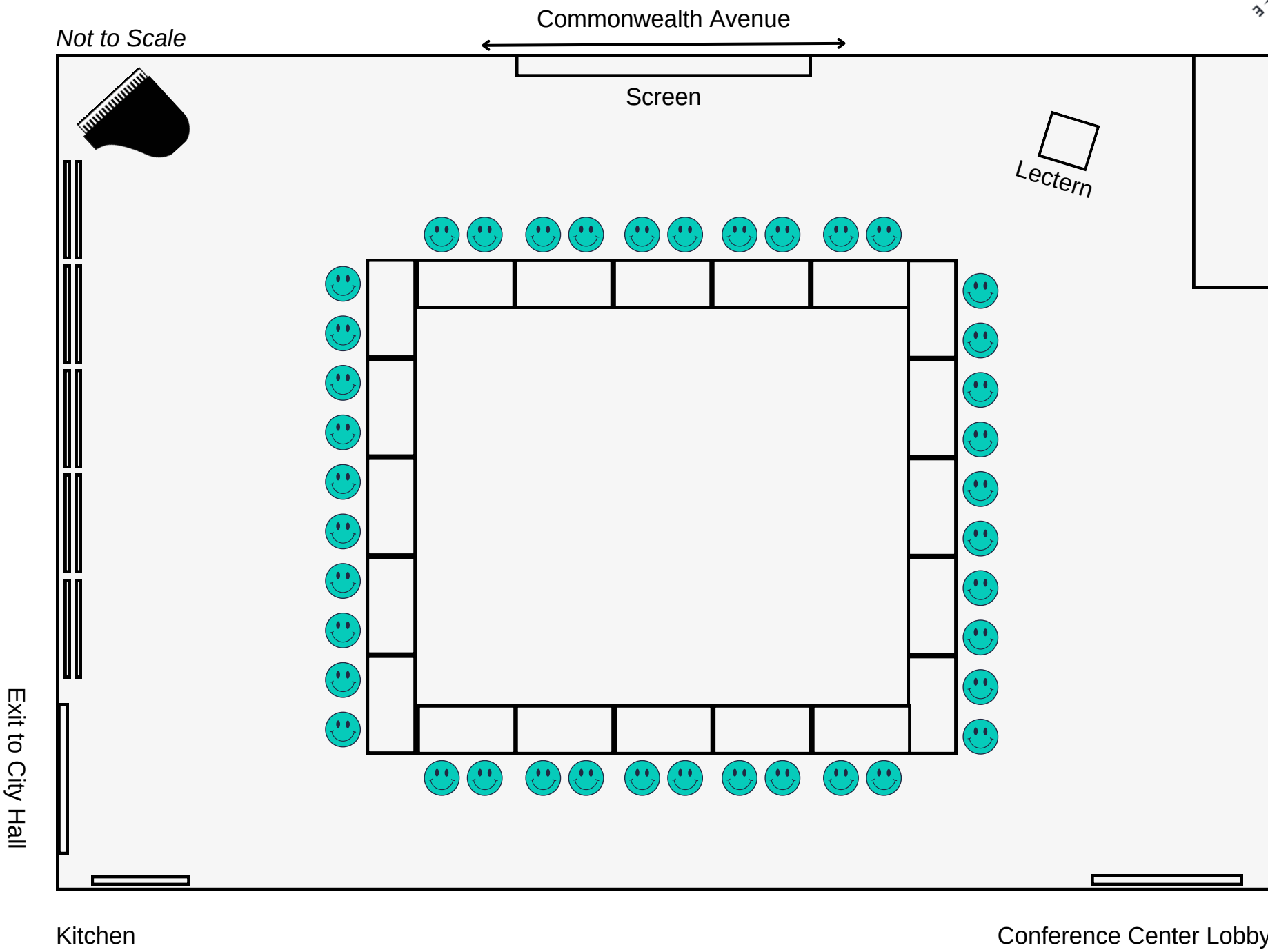
Kitchen

Conference Center Lobby

Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.

Conference Center
Square Boardroom - Seats 40

Not to Scale

Commonwealth Avenue

Screen

Lectern

Exit to City Hall

Kitchen

Conference Center Lobby

Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.

Conference Center
Classroom - Seats 64

Not to Scale

Commonwealth Avenue
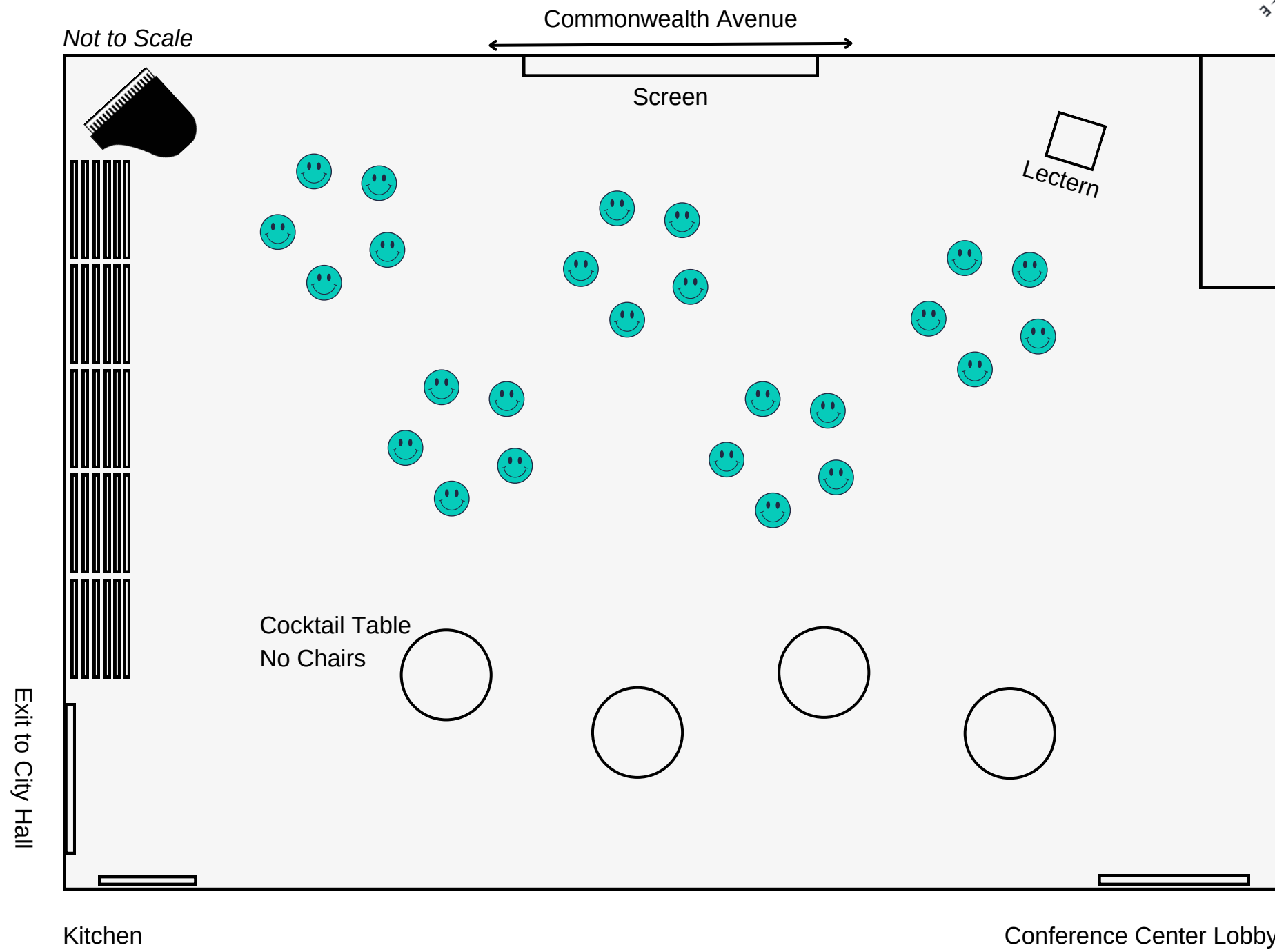
Screen

Lectern

Exit to City Hall

Kitchen

Conference Center Lobby

**Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.*

Conference Center
Reception - Seats 25

Not to Scale

Commonwealth Avenue

Screen

Lectern

Exit to City Hall

Cocktail Table
No Chairs

Kitchen

Conference Center Lobby

Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.
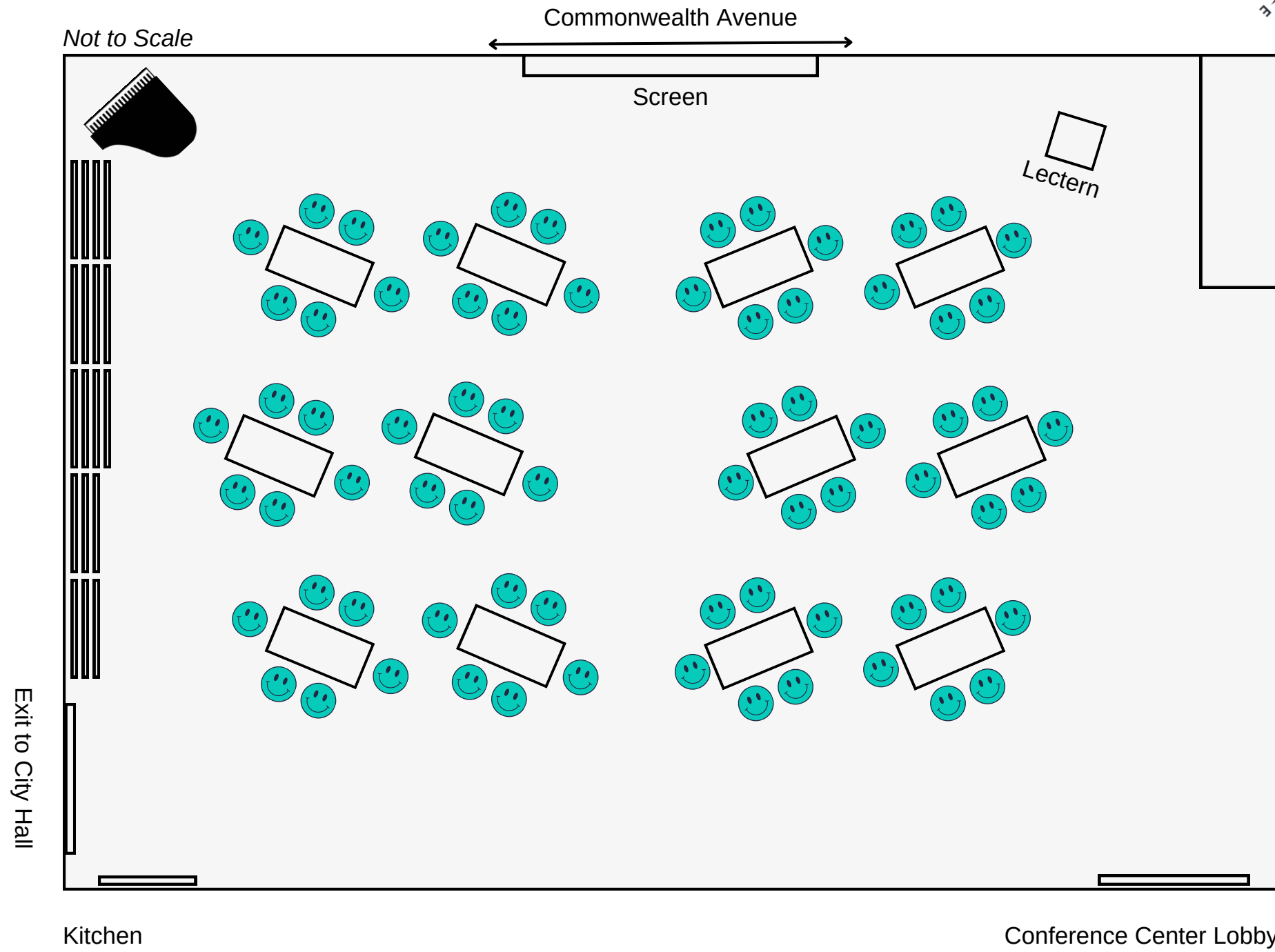
Conference Center
Standard Banquet - Seats 72

Not to Scale

Commonwealth Avenue

Screen

Lectern

Exit to City Hall

Kitchen

Conference Center Lobby

Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.
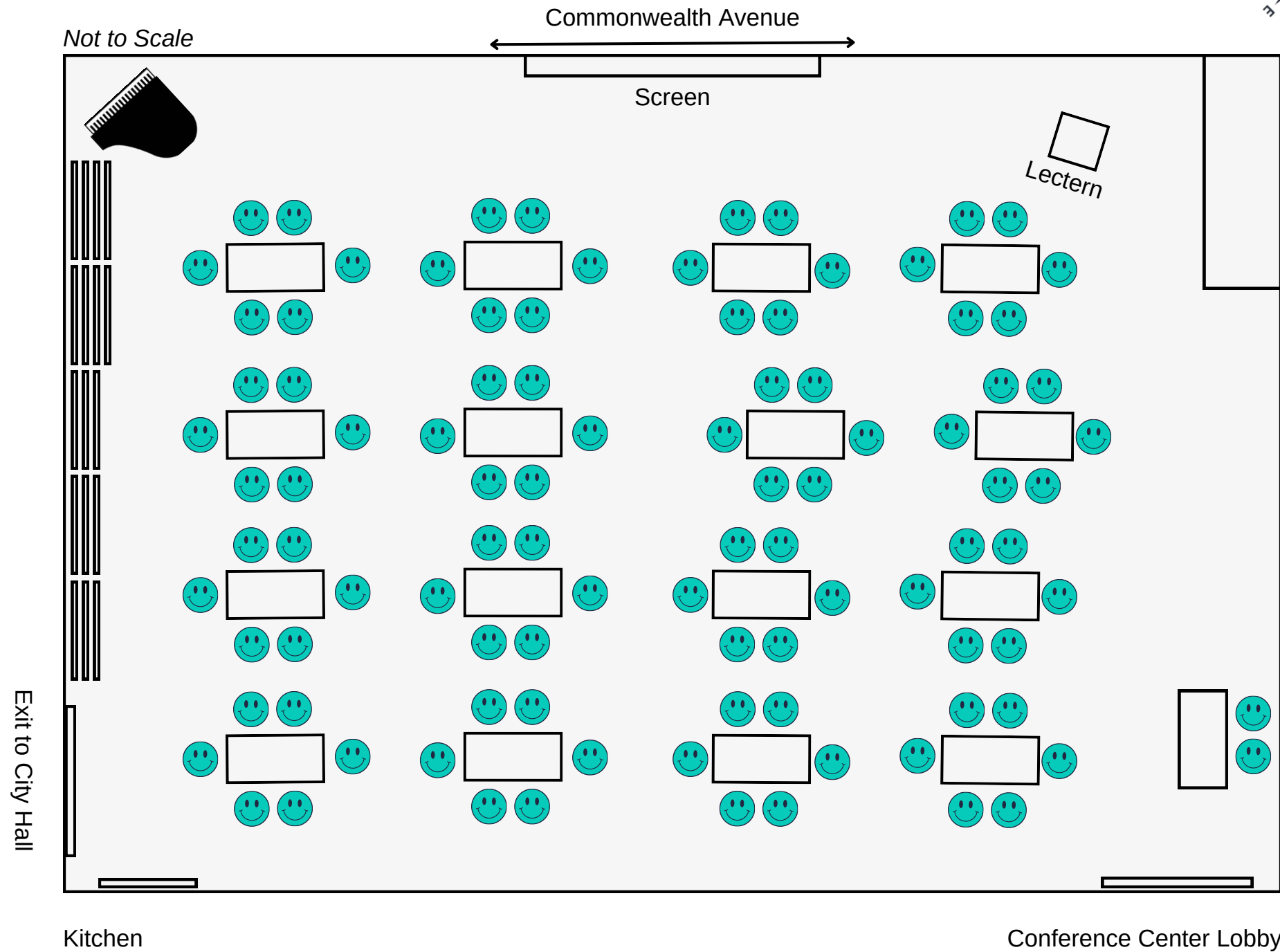
Conference Center
Game Day - Seats 132

Not to Scale

Commonwealth Avenue

Screen

Lectern

Exit to City Hall

Kitchen

Conference Center Lobby

Actual set up may vary. If you have specific requests, they must be submitted and approved at least 7 days prior to your event.

Conference Center

Quantities of equipment listed below may not be available at the time of booking request. Quantity indicated does not imply room can accommodate set up. Please indicate requested equipment as accurately as possible.

<u>Furniture</u>:

Chairs: 144

AllSteel Tables (6'): 34

<u>AV Equipment</u>:

Laptop: 1

Projector: 1

Presentation clicker: 1

Microphones: 8

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