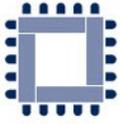


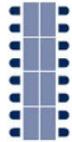
SAMPLE ROOM SET-UP

Please see Equipment Planning Form for set-up styles available



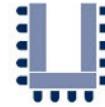
HOLLOW SQUARE

Use for large board meetings, roundtable discussions. Does not work well for larger groups.



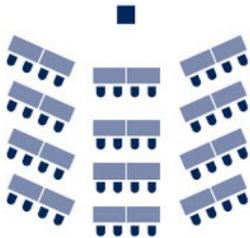
CONFERENCE

Use for small board meetings, roundtable discussions. Does not work well for larger groups.



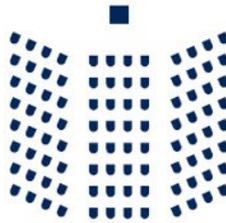
U-SHAPE

Use for board meetings, roundtable discussions where an AV presentation is also incorporated into a meeting. Does not work well for larger groups.



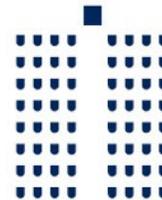
HERRINGBONE CLASSROOM

Use when attendees will be in an extended session or need to refer to materials, take notes, etc.



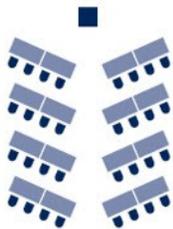
HERRINGBONE THEATER

Use when you need to maximize seating for a room or if attendees are required only to listen to presentation without needing to take notes, etc.



STRAIGHT THEATER

Use when you need to maximize seating for a room or if attendees are required only to listen to presentation without needing to take notes, etc.



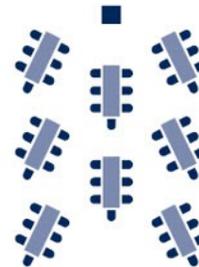
CHEVRON CLASSROOM

Use when attendees will be in an extended session or need to refer to materials, take notes, etc.



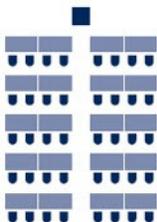
CHEVRON THEATER

Use when you need to maximize seating for a room or if attendees are required only to listen to presentation without needing to take notes, etc.



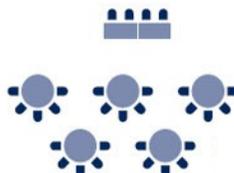
SUNBURST

Ideal for classroom-style presentation where you also want groups to have roundtable discussions.



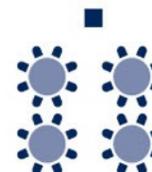
STRAIGHT CLASSROOM

Use when attendees will be in an extended session or need to refer to materials, take notes, etc.



CRESCENT ROUNDS (Hickory Lodge only - max 5 tables)

Ideal for classroom-style presentation where you also want groups to have roundtable discussions.



ROUNDS (Hickory Lodge only - max 5 tables)

Ideal for dinners, social events or meetings that may have a working lunch, continental breakfast or roundtable discussion.