

Conference Room Information

Chesloknu Conference Room

- Dimensions: 42' 6' x 34'
- Seats from 45-80 people depending on set up (Banquet, Boardroom, Classroom or U-Shape/ all excess chairs and tables must stay in conference room used or not)
- Ceiling Height: 9' - 10'9"
- \$500.00 per full day (5 to 8.5 hours) / \$250.00 per half day (4.5 hours or less)
- Coat rack, back table for F&B, registration table & podium available if needed
- 15 (28x8in ft) tables available and can seat 2-5.

Kachemak Bay Board Room

- Dimensions: 18' x 33' 6'
- Seats from 15-30 people comfortably - board setting w/ big round table in center of room w/ chairs along walls & back table for F&B
- Ceiling Height: 8'6" - 10'9"
- \$300.00 per full day (5 to 8.5 hours) / \$200 per half day (4.5 hours or less)

2008 Hotel Room Rates (*subject to change without notice)

- Summer rate \$250.00 plus tax
- Winter rate \$130.00 plus tax
- Group rates available – please contact the sales department for 5 or more rooms

Food & Beverage Charges

- We have a continental breakfast available free for those who are staying at our hotel. This breakfast includes hot & cold cereals, coffee, teas, water, juices and milk, fruits, bagels, toast and our famous wheat Belgium waffles.
- Outside food is permitted as long as it is not home-made (Must be thru licensed caterer or wholesale food company). Lunch can be served in the conference room or in our breakfast area. We do not have a restaurant but we can provide you w/ a list of caterers.
- We offer assorted pastries, cookies, coffee water and tea, water, soda's, juices, fruit trays, cheese and cracker trays, and veggie trays

AV Equipment

- 1 portable screen: \$5.00 per day
- LCD projector: \$75.00 per day
- Flip Charts or dry erase board w/ markers on an easel - \$10.00 per chart per day
- 1 wireless microphone: \$15.00 per each day
- 1 TV/VCR/DVD player: \$25.00 per each day
- 1 conference phone: \$55.00 per each day (additional call charges may apply)
- Wireless internet is available

Gratuity & Service Charges & Additional Fees

- There is always a 15% gratuity added on the F&B total price
- There is a one time hotel set up fee for each meeting of \$30.00
- Changes made to the meeting after the contract has been signed will result in a \$25 change fee
- Room re- set up fee of \$50.00