



EMORY CONFERENCE CENTER HOTEL

GENIUS MADE EASY.

Your meeting is simplified with the Emory Conference Center Hotel's Complete Meeting Package (CMP). This all-inclusive plan is designed for groups of all sizes and includes what is needed for a successful meeting. From meeting space to breaks, from audio/visual equipment to buffet meals, the CMP is the cornerstone for any meeting.



The Complete Meeting Package

MEETING SPACE

Comfortable, contemporary meeting space includes:

- General session room
- One breakout room per fifty attendees
- Ergonomic conference chairs
- Hard surfaced-conference tables

AUDIO-VISUAL EQUIPMENT

One of each item is included per 25 attendees per day:

- 8' tripod projection screen (up to a 10' cradle screen in ballrooms)
- Wired microphone
- Power cord with strip
- Flip chart package with assorted markers
- Whiteboard with dry erase markers
- Easel
- One LCD projector is included with a general session of 40 attendees or more
- One 42" monitor is included with a general session less than 40 attendees
- Audio-visual is enhanced with on-site technical support.

SERVICES

- Dedicated conference planner to coordinate meeting details
- Executive business center
- Self-parking
- Service charges included in meeting package rate
- Complimentary wireless high-speed internet

FOOD & BEVERAGE

Buffet meals served in the dining room

- Breakfast
- Lunch
- Dinner
- Options for a la carte dining available upon request and based on group size
- Package begins with dinner on the night of arrival

Refreshment break stations (7:00 AM to 5:00 PM)

- Continental breakfast featuring a hot breakfast item
- Continuously replenished fresh fruit, bagged snacks, healthy and indulgent treats
- Coffees, teas, soft drinks and bottled waters
- Chef's specialty treat served during mid-afternoon break
- Break stations located throughout the conference center

GUEST ROOMS

- King or double-queen accommodation
- Streamlined work desk with data and electrical ports, ergonomic desk chair, in-room safe and mini refrigerator
- Complimentary wireless internet service