



# Conference Center

Hours of Operation: 8 a.m. to 5 p.m. Monday – Friday. *Closed evenings, weekends, and holidays.*

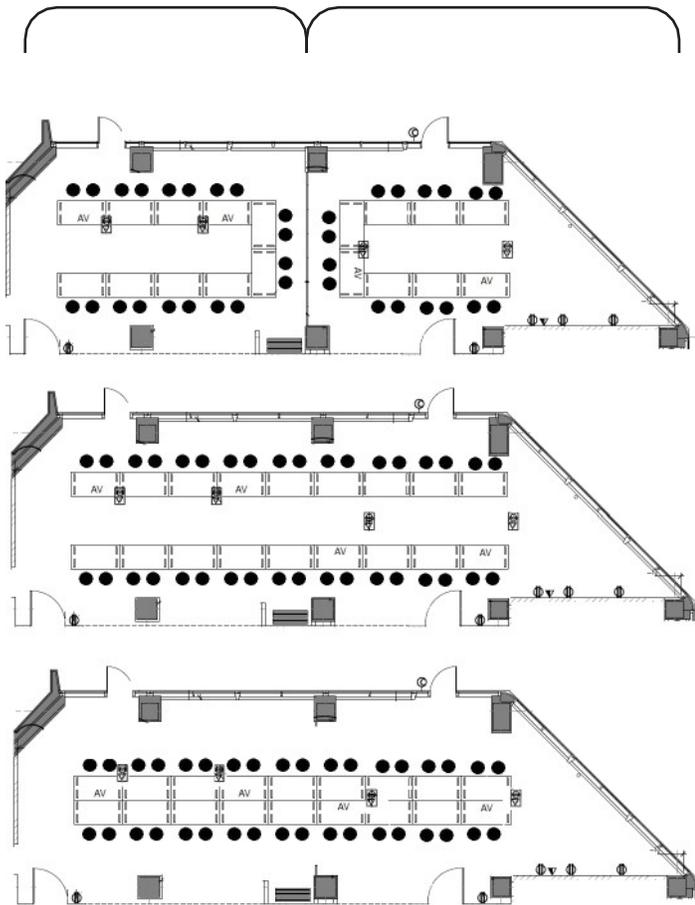
Features/Benefits	Meeting Room Rates																																				
<p>The NEMA Conference Center provides four meeting rooms with integrated audio/visual systems, wireless internet, and teleconferencing capability.</p> <p>Included in each room:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> 90" flat screen displays</li> <li><input type="checkbox"/> Dedicated PC</li> <li><input type="checkbox"/> Laptop connections</li> <li><input type="checkbox"/> VGA &amp; HDMI</li> <li><input type="checkbox"/> 3.5MM audio</li> <li><input type="checkbox"/> Tabletop delegate microphones</li> <li><input type="checkbox"/> Ceiling speakers</li> <li><input type="checkbox"/> Lavalier (upon request)</li> <li><input type="checkbox"/> Wireless presenter</li> <li><input type="checkbox"/> Integrated phone system</li> <li><input type="checkbox"/> Wireless Internet</li> <li><input type="checkbox"/> Flipboard with markers (upon request)</li> </ul> <p><b>Catering</b></p> <p><i>*All beverages are included in the room rate</i></p> <p>For catered meetings and events, we invite you to choose from one of four preferred NEMA vendors:</p> <ul style="list-style-type: none"> <li>● Saint Germain</li> <li>● Mindy's</li> <li>● La Prima</li> <li>● Italian Store</li> </ul> <p>Contact meetings@NEMA.org for pricing and ordering information.</p>	<table border="0"> <tr> <td>Hubbell Suite</td> <td>Full day</td> <td>\$2,000.00</td> </tr> <tr> <td></td> <td>Half day</td> <td>\$1,500.00</td> </tr> <tr> <td>Hubbell 1</td> <td>Full day</td> <td>\$1,500.00</td> </tr> <tr> <td></td> <td>Half day</td> <td>\$1,000.00</td> </tr> <tr> <td>Hubbell 2</td> <td>Full day</td> <td>\$1,500.00</td> </tr> <tr> <td></td> <td>Half day</td> <td>\$1,000.00</td> </tr> <tr> <td>Legrand Suite</td> <td>Full day</td> <td>\$1,750.00</td> </tr> <tr> <td></td> <td>Half day</td> <td>\$1,200.00</td> </tr> <tr> <td>Legrand 1</td> <td>Full day</td> <td>\$1,500.00</td> </tr> <tr> <td></td> <td>Half day</td> <td>\$1,000.00</td> </tr> <tr> <td>Legrand 2</td> <td>Full day</td> <td>\$1,500.00</td> </tr> <tr> <td></td> <td>Half day</td> <td>\$1,000.00</td> </tr> </table> <p><i>*See diagrams for seating capacity</i></p> <p><b>Additional Information</b></p> <p>A full day is more than 4 hours, and a half day is 4 hours or less.</p> <p>Please note that a 72-hour advance notice is required for staffing.</p>	Hubbell Suite	Full day	\$2,000.00		Half day	\$1,500.00	Hubbell 1	Full day	\$1,500.00		Half day	\$1,000.00	Hubbell 2	Full day	\$1,500.00		Half day	\$1,000.00	Legrand Suite	Full day	\$1,750.00		Half day	\$1,200.00	Legrand 1	Full day	\$1,500.00		Half day	\$1,000.00	Legrand 2	Full day	\$1,500.00		Half day	\$1,000.00
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# Meeting Room Table Configurations:

## Potential Configurations

Hubbell 1

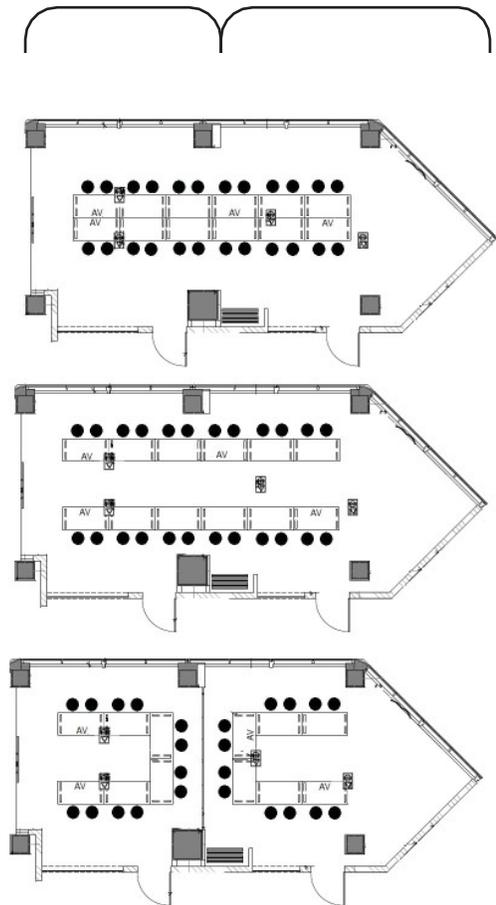
Hubbell 2



## Potential Configurations

Legrand 1

Legrand 2



Capacity	Hubbell 1	Hubbell 2	Hubbell Combined	Legrand 1	Legrand 2	Legrand Combined
Chairs around tables	20	16	36	12	12	24
Gallery seating	10	10	20	10	12	22



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[www.NEMA.org](http://www.NEMA.org)