

Marconi Conference Center

Facilities & Rate Card

July 1, 2008 – June 30, 2011

Lodging

40 guest rooms with 88 beds. Total overnight capacity: 102 persons.
Minimum group size: 7 overnight guests.

American Plan

	Standard	Deluxe	
Triple	\$111 per person	\$122 per person*	
Double	\$138 per person	\$156 per person	
Single	\$221	\$256	* Extra person \$55

Rates are per night, plus sales and hotel taxes and include lodging, meeting space and three meals starting with dinner. Check-in is 3pm on Opening Day of Conference; check-out is 10am for lodging, noon for meeting room on Closing Day of Conference.

Complete Meeting Plan

	Standard	Deluxe	
Triple	\$156 per person	\$167 per person*	
Double	\$183 per person	\$201 per person	
Single	\$266	\$301	* Extra person \$100

Complete Meeting Plan includes American Plan package plus three pre-determined Snack and Beverage services per day and specific audio/visual equipment. Check-in and check-out times are the same as American Plan.

Complete Meeting Plan does not allow substitutions of menus, services or equipment. There is no reduction to CMP Rates for services or materials not used by the Conference. All services not specifically included in CMP are charged at Standard Rates.

Non-Resident Conference Participant Facility Fee:

\$15.00 per person, per calendar day (meals not included).

Conference Reservations

A completed Conference Contract and deposits are required to hold space. All Conference business with Marconi is handled through one Conference Account.

The balance of the Conference Account is due and payable on the Closing Day of the Conference.

Meeting Facilities

Meeting space is included from 3pm to 11pm on Opening Day of Conference, 8am to Noon on Closing Day and 8am to 11pm on days in between.

Description	Size	Sq. Ft.	Capacity*
Buck Hall	40 x 37	1480	106
Cypress Lodge	28 x 24	672	45
Breakout A	13 x 15	195	14
McCargo Hall	22 x 28	785	40
	& 13 x 13		
Pine Lodge	28 x 24	672	45
Breakout A	15 x 11	165	12
Breakout B	10 x 15	150	10

** Capacity varies depending on seating configuration requested.*

Rates for Additional Meeting Hours

Conference Size	Hourly Rates, 7 AM to Midnight*
Less than 10	\$45/hour
10-40	\$80/hour
41-106	\$150/hour

** Buildings are not available between midnight and 7am.*

Rates for Additional Meeting Buildings

Cypress or Pine Lodge	\$130 per Calendar Day
McCargo Hall	\$200 per Calendar Day
Buck Hall	\$300 per Calendar Day

Additional hours on day of departure will be billed starting from noon. Additional meeting hours or buildings must be arranged with Marconi in advance, will be subject to availability and charges, and cannot be guaranteed until 3 weeks prior to Conference Opening Date.

One day meetings can also be arranged.
Please call or write for more information.



Marconi Conference Center

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FAX (415) 663-1731

www.MarconiConference.org