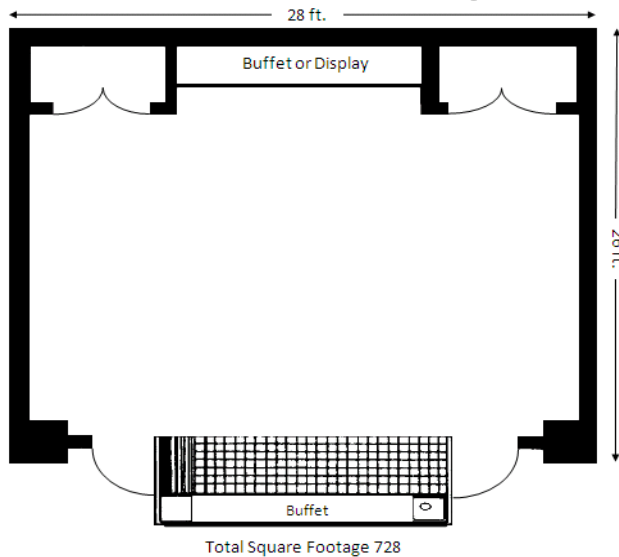


Meeting Planning Guide



Meeting room is equipped with a visual work center that includes a whiteboard and projection screen.

Audio-Visual Rental Pricing Guide

TV and DVD/VCR Combo	\$75.00
LCD Projector	\$100.00
Speakerphone	\$50.00
Flipchart easel/paper/marker	\$50.00
White Board / Easel	\$30.00

Complimentary high speed internet

For additional audio-visual equipment, please contact our sales office.

General rental procedures:

- Reserve equipment 2 days in advance
- Prices & specifications are subject to change without notice and do not include a 7.275% sales tax

Valley Room

Seating style accommodations

Conference	20 people
U-Shape	24 people
Classroom	40 people
Hollow Square	32 people
Round Tables	40 people
Theater	50 people

Board Room Suites 6-8 people

Cost : Meeting room rental vary in cost. Please contact our sales department for further details.

Catering

Menu selection must be finalized 3 working days prior to your meeting. All meals are professionally catered by an outside company. Please contact your sales manager for a listing of preferred vendors.

There is no food and beverage minimum.

Breaks - Please refer to "A La Carte Food & Beverage Menu" sheet for break items.

Tax - All prices are subject to a 7.275% sales tax

Payment - Payment due upon receipt of services by credit card, company check or cash



Country Inn & Suites at Mall of America, 2221 Killebrew Drive, Bloomington, MN 55425

