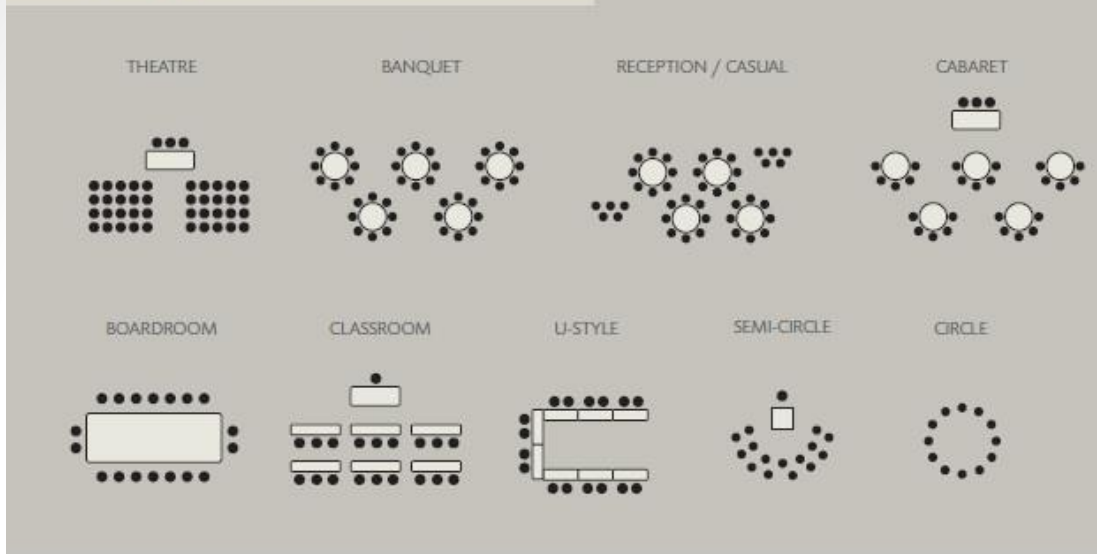


MEETING ROOM SET-UP STYLES



MEETING STYLE SETUP CAPACITY

- Theatre Style: 24 persons
- Boardroom Style: 18 persons
- Classroom Style: 20 persons
- U-Shape: 20 persons
- Semi Circle: 18 persons
- Circle: 15 persons
- Reception/ Casual: 24 persons
- Hallow Square Style: 12 persons

THEATRE

Rows of chairs facing the front of the room. Appropriate for short talks or larger groups that do not require extensive note-taking.

BANQUET

Round tables, trestle tables and / or block tables (dependant on event numbers) set for meal events.

RECEPTION / CASUAL

Used for finger food / canapé functions. Standard tables and / or smaller round pod tables and some seating scattered throughout the room.

CABARET

Popular with training sessions, working lunch or team workshops. Round tables set leaving an open end in order that all delegates seated are facing front of room.

BOARDROOM

Conference table with chairs placed around the perimeter.

CLASSROOM

Rows of tables with chairs at each one facing the front of the room. Most desirable for long lectures where there is extensive note-taking.

U STYLE

Tables placed in the room to form a U shape with chairs around the outside of the U.

SEMI-CIRCLE

Semi-Circle is a variant of the U Shape but without tables. Ideal for small to medium groups with a discussion or teaching format where little or no writing is required and participation is encouraged.

CIRCLE

Circle of chairs. Ideal for small to medium groups with a discussion or teaching format where little or no writing is required and participation is encouraged.

