



## RFD Meeting-Training Services Pricing List

### Rooms

Room	Size	Capacity	Full Day	Half Day
Large Training Room	1008	26	\$250	\$175
Small Training Room	375	10	\$175	\$125
Executive Conference Room	496	14	\$175	\$125

- Half day pricing is for up to four (4) hours
- Full day pricing is for 8am to 5pm (for more than 4 hours)
- Meeting/training rooms are only available Monday through Friday
- Additional fee of \$50 per hour will apply for access to training facilities before 7am and after 7pm. \$50 dollar minimum.

### Resources

Resource	Per Day Pricing
Projector Setup and Use	\$75
Laptops (including setup and rental)	Call
Conference Phone Setup and Use	\$25
Flipchart Pad/Markers	\$30
Wireless Internet	Free
Parking	Free

### Catering

Meal Plan	Per Person Pricing
Beverage Service (Juice, Coffee, Tea, Sodas, Water)	\$5 (half-day)/\$9 (full-day)
Continental Breakfast (Rolls, Assorted seasonal fruit)	\$9
Hot Breakfast (Breakfast tacos, Assorted seasonal fruit)	\$12
Lunch catering provided from a list of local restaurants. Call for pricing.	15% service charge
Afternoon Snack Service (Assorted pre-packaged snack bags, Assorted seasonal fruit)	\$7

- Please note: Meal plans are ordered per group, not per individual.
- All catering must be provided by RFD & Associates.