**Room Types**

We practice a human-centered design approach to optimize meeting types as well as room typologies that support the unique needs of small, medium, or large corporate meetings.

**Boardroom**

**Small Format Meetings** (2-15 participants)
Boardrooms support small meetings of up to 15 participants and include resources that promote successful decision making and idea generation.

**Hub**

**Medium Format Meetings** (15-75 participants)
Hubs are medium sized multi-purpose rooms that are flexible to host 15-75 participants. Their design facilitates intense engagement and collaboration.

**Forum**

**Large Format Meetings** (75-400 participants)
Forums support large format meetings by anticipating the complex audiovisual requirements of presentations and training programs.

**Social Spaces**

**Community Areas** (50+ participants)
These transformative spaces flex to support the activities that happen before, in-between, and after your program, including registration, dining, networking, receptions, and social events.
Fully Integrated Experiences

We integrate our meeting, training, and event services into every program so that planners can focus on ensuring that every participant has a great experience.

Cuisine
We have studied the art of serving large groups and curated fresh seasonal menus to satisfy every palate and personality.

Technology
State-of-the-art technology comes standard with all of our meeting packages. Other services include dedicated support, built-in power, broadcasting, and high-speed Wi-Fi.

Production & Planning Support
Our dedicated production managers can assist with all of your event planning, logistics, and day-of-execution needs.

Service Support
Our on-property General Manager and Service Managers ensure that your spaces are properly set up, always clean, and filled with all the supplies and nourishment you need to be productive.
Meeting & Event Packages

Convene integrates all the elements of a successful meeting or event into all-inclusive packaged pricing options.

Choose from our most popular meeting and event packages, or further customize a package based on your needs.

### Basic Package

- **Nourish Café** - All day access
  Gourmet coffee and beverages, sweet and savory snacks, fresh fruit, and candy

- **Continental Breakfast** - Cold

- **Lunch** - Cold
  2 Seasonal Salads
  1 Protein Salad
  3 Sandwiches
  1 Dessert

- **Technology**
  + In-room technology

### Standard Package

- **Nourish Café** - All day access
  Gourmet coffee and beverages, sweet and savory snacks, fresh fruit, and candy

- **Continental Breakfast** - Cold & Hot

- **Lunch** - Cold & Hot
  2 Seasonal Salads
  1 Protein Salad
  2 Sandwiches
  1 Hot Entrée
  1 Dessert

- **AM & PM Break**

- **Technology**
  + In-room technology

---

April 2018

Club Parlor at 237 Park Avenue, NYC
Technology Inclusions & Enhancements

All of our meetings and events come with in-room, user-controlled technology and equipment. Whatever your meeting or event size, we can accommodate your most advanced technology needs.

In addition to our all-inclusive meeting and event packages, technology enhancements may be added to any package. We provide a range of options based on your specific meeting or event goals.

Audio Enhancement Options
- Audio recording
- Powered speaker bundle*
- Push to talk microphone system
- Audio mixer (Up to 32 channels)
- Podium with microphone
- Boundary microphone
- Tabletop microphone
- Wireless handheld microphone
- Wireless lavaliere microphone

Video Enhancement Options
- Digital displays (various sizes up to 90°)
- Confidence monitor
- Laptop
- Additional projector and projector screen
- Video switcher

Networking Enhancement Options
- Dedicated internet bandwidth
- SSID customization
- Wired internet connection
- Public IP address
- Hard-line internet connectivity

Miscellaneous Enhancement Options
- LED uplights
- Staging and draping
- Additional stage lighting
- Speaker timer system
- Upgraded presentation bundle*
- Black & white printer
- Color printer
- Dedicated tech specialist
- Additional whiteboard flip-chart easel and markers
- Audio conferencing speaker phone
- Document camera
- Basic videography bundle*
- Premium videography bundle*
- Advanced audio conferencing bundle*
- Live polling and Q&A, powered by Slido

*Ask your sales or technology manager for more information on what is included in bundles and pricing.

April 2018
For more information or to schedule a site tour, please visit convene.com or call 888-730-7307