



## Meeting Rooms & Day Offices



401 Bay Centre Reception

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### Meeting Rooms & Day Offices in a professional office setting

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Queen Meeting Room (6 people)

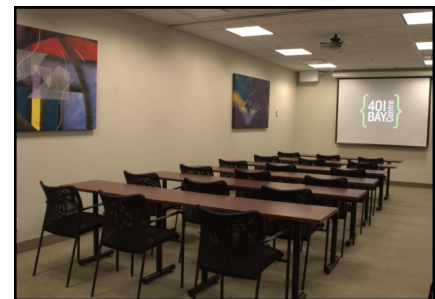


Day Office—Furnished with Phone / Internet

- **Meeting equipment provided**
- **Coffee, Tea, Filtered Water service**
- **Catering**
- **Video Audio Conference**



Bay Boardroom (14 people)



Toronto Room ( 30 people)



## MEETING ROOM & DAY OFFICE VENUES AND PRICES

	LAYOUT	CAPACITY		HOURLY	1/2 DAY	DAY				
<b>DAY OFFICE</b>	Window Office	1	Client Rates	\$28	\$95	\$175				
			Guest Rates	\$30	\$100	\$185				
<b>QUEEN ROOM</b>	Boardroom	6	Client Rates	\$30	\$100	\$185				
			Guest Rates	\$40	\$140	\$225				
<b>TORONTO I</b>	Boardroom	10	Client Rates	\$30	\$100	\$185				
			Guest Rates	\$40	\$140	\$225				
<b>BAY BOARDROOM</b>	Boardroom	14	Client Rates	\$45	\$165	\$275				
			Guest Rates	\$55	\$195	\$325				
<b>TORONTO EVENT ROOM</b>	Boardroom	28	} Client Rates	\$55	\$195	\$325				
	Table Groups	30								
	Theatre	28					Guest Rates	\$65	\$225	\$399
	Classroom	28								

\*Half Day Hours 8:30 am to 12:30pm, 1:00pm to 5:00pm

\*After hours surcharges may apply.

\*Cancellation Charge Within 24 hours 100%. Within 3 days 25%.

<b>FREQUENT USER DISCOUNT</b>		
	2 Days per Month	20% DISCOUNT
	4 Days per Month	30% DISCOUNT
	6 Days per Month	40% DISCOUNT

Total includes all meeting rooms and day offices used each month.

**DAY OFFICE EQUIPMENT** \* All offices include high speed internet and telephone

<b>MEETING EQUIPMENT &amp; SERVICES</b>	
Lectern, Internet, Pad Board, White Board	Complimentary
Projector, DVD & Screen	Complimentary
Webcast & Audio Conferencing	Upon Request
Video Conference	Upon Request
Catering & Meeting Administration	Upon Request

Services and prices subject to change. Updated February 2009

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