

AMENITIES AT CAPITOL AREA CONFERENCE CENTER

Capitol Area Conference Center offers a one stop shopping solution enabling meeting planners to focus more time and energy on what matters most – planning a meeting. We provide you with the basic tools for a successful meeting in a simple pricing structure. This simplifies the some times tedious task of booking meeting space, negotiating catering contracts and audio-visual costs.

TECHNOLOGY

Capitol Area Conference Center can provide the latest in technology for your next meeting. Each meeting space is equipped for:

- Electronic media presentations
- Wireless high-speed Internet access
- Full line of audio/visual equipment
- Personal computers (available upon request)

CONFERENCE CONCIERGE

Capitol Area Conference Center enhances your meeting experience by offering conference concierge services. Services that we offer include:

- Photocopying Documents
- Duplicating Documents
- Copying Documents onto Transparencies
- Sending/Receiving Faxes
- Shipping/Receiving Packages
- Creating Tent Cards and Name Badges

Please consult our conference center representative for a full inventory of services offered by our conference concierge.