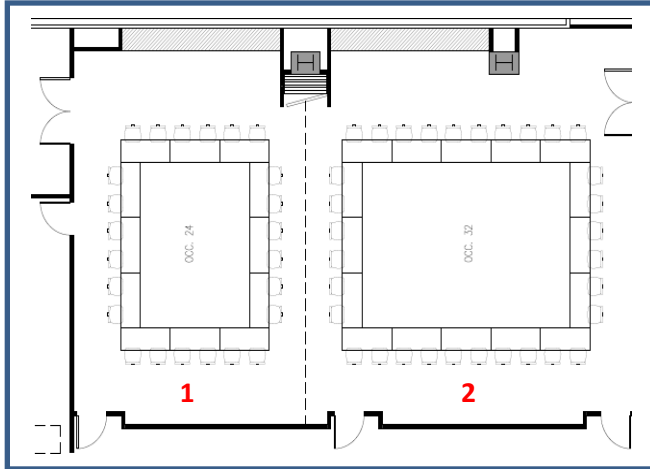
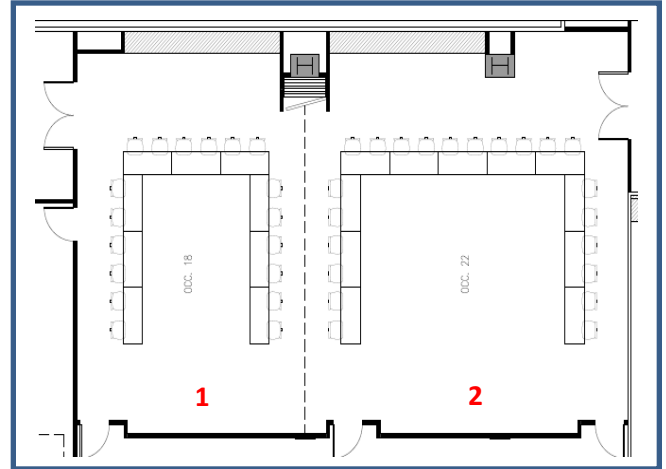


# 1201 Third

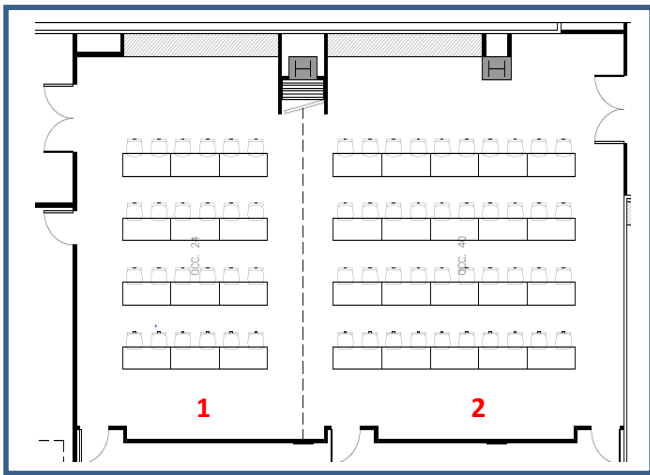
## 4th Floor Conference Room



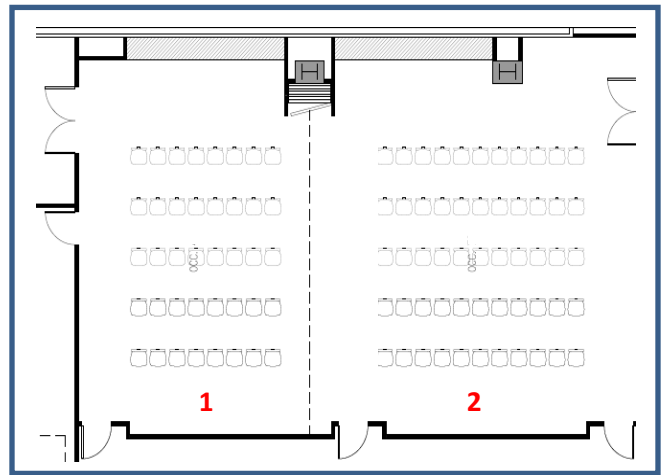
Square Layout- Room 1 (Occ. 24) Room 2 (Occ. 32)



U-Shape - Room 1 (Occ. 18) Room 2 (Occ. 22)



Classroom- Room 1 (Occ. 24) Room 2 (Occ. 40)



Theater Style- Room1 (Occ. 40) Room 2 (Occ. 55)

The 1201 Third Conference Rooms are state of the art with a meeting space available to all building tenants onsite. We offer four different standard configurations for each room: Square, U-Shape, Classroom and Theater. There is no room charge to building tenants for business use, during building hours using a standard room setup. Special setups are \$30. **A fee of \$50.00 per room will be assessed if a cancellation is not made with at least 24 hours' notice.**

The conference rooms are reserved on a first come, first served basis through the building management office. Reservations include no more than two consecutive days for one Conference Room or one full day reservation for both Conference Rooms. A/V are items available for use at no charge, please see conference room check list for details.

# 1201 Third

## 4th Floor Conference Room

Please contact the Property Management office to schedule

Item	Details
HDMI Cables	2 Sets in each room
VGA Cables	1 Set in each room
Podium	Upon Request
Wireless conference phone	1 in each room
Dry Erase Board	1 in each room
Sink	In Conference Room 2 only

**\*\*For technical issues please contact the Property Management office at 206-224-1201**

### After-Hour Reservations

**Monday – Friday after 6 pm**

HVAC \$40/hour (*Janitorial \$200 Friday evening*)

**Saturday & Sunday**

HVAC \$400

Janitorial \$200

*Security \$350 (per request)*

**Any missing and/or broken items will be billed back to the tenant at the replacement cost.**