



Welcome to the Lancaster Chamber!

Thank you for your interest in meeting space at our new location. There are a variety of options to choose from for your meeting needs. All rooms have access to our guest WIFI!

Soft Seating Areas: Couches, high tables and flexible seating options are available for a quick touchdown work session, independent or collaborative work or even a productive working meal! These areas have access to numerous features to help you work in the manner that best matches your style and preferences. Wall outlets, USB charging ports, fresh vending options, access to our guest WIFI network and a multipurpose printer/copier unit all allow you to be as productive, in this comfortable space located in the heart of the city, as you would be in your office. **Ideal for a 2-3 person meeting, available on first come first serve basis.**

Meeting Rooms: Multiple rooms are to meet your needs and group size. Each room has a projection system, TV display system, conference phone and plenty of natural lighting with our open concept construction. Some rooms have writeable walls for your brainstorming needs. **Ideal for a 2-25 person meeting, must be scheduled in advance. (refer to room rates below)**

Large Conference Room: A large presentation space with the flexibility to be divided and accommodate various layouts. These rooms provide users with access to a wide range of technology and equipment to maximize the productivity of the time spent within. Room users will have access to a pair of 165" high brightness, high definition presentation screens in conjunction with two E-Vision 1080P laser projectors, high quality audio and wireless microphones and an electronic podium to easily control the output. The system is used by simply plugging in an HDMI equipped device or turning on a microphone. For your convenience and comfort, the room contains numerous outlets and USB plugs for charging your devices. A catering kitchen provides all the amenities needed to serve everything from snacks to a full meal for a working lunch or dinner. **Ideal for up to 125 people, must be scheduled in advance. (refer to room rates below *)**

Formal Meeting Space: Executive Conference Room available for your board meetings, work retreats or formal meetings. High end technology capabilities such as four 55" 4K Ultra HD and Android television display that can be synced for your visual needs, in-table plugin for your laptop or charging needs, HDMI connection, conference phone and exceptional natural lighting and incredible view of downtown district. This room is sure to impress your meeting attendees. **Ideal for a 20-25 person meeting, must be scheduled in advance. (refer to room rates below**)**

Meeting Room Rental Fees

Meeting Rooms	Size (cap)	Room	Full Day (8-4)	Half Day (4 hrs.)
SMALL	2-12	2B, 2C, 2D	\$100	\$50
MEDIUM	12-18	2A, 2AB	\$150	\$75
LARGE	100	2E, 2F	\$200	\$100
Large Conference Room*	125	2EF	\$250	\$125
Executive Conference Room**	25	4A	\$300	\$150

Food: Fresh vending is available for your refreshment needs with a variety of options. There are numerous restaurants in the area and we encourage you to **Think Local** whether you leave for lunch, bring it back or have your meal catered. We do ask that you adhere to our Preferred Caterers List if you elect catering services. Once your room is confirmed, we will reach out to you to finalize these requests. (Preferred Caterer List)

Set Up: Depending on the room requested, there are a variety of set up options to choose from for your meeting. There is a sample of set up options per room attached and this will be finalized once your room is confirmed.

Parking: Metered street parking or garage parking is available within walking distance at the East King Street Garage, Duke Street Garage or Vine Street Parking Garage.

Hours & Other: Meeting rooms are available Monday through Friday from 8 a.m. to 4:30 p.m at our weekday rates, contact us for limited evening and weekend availability and pricing. Above fees include set-up charges.

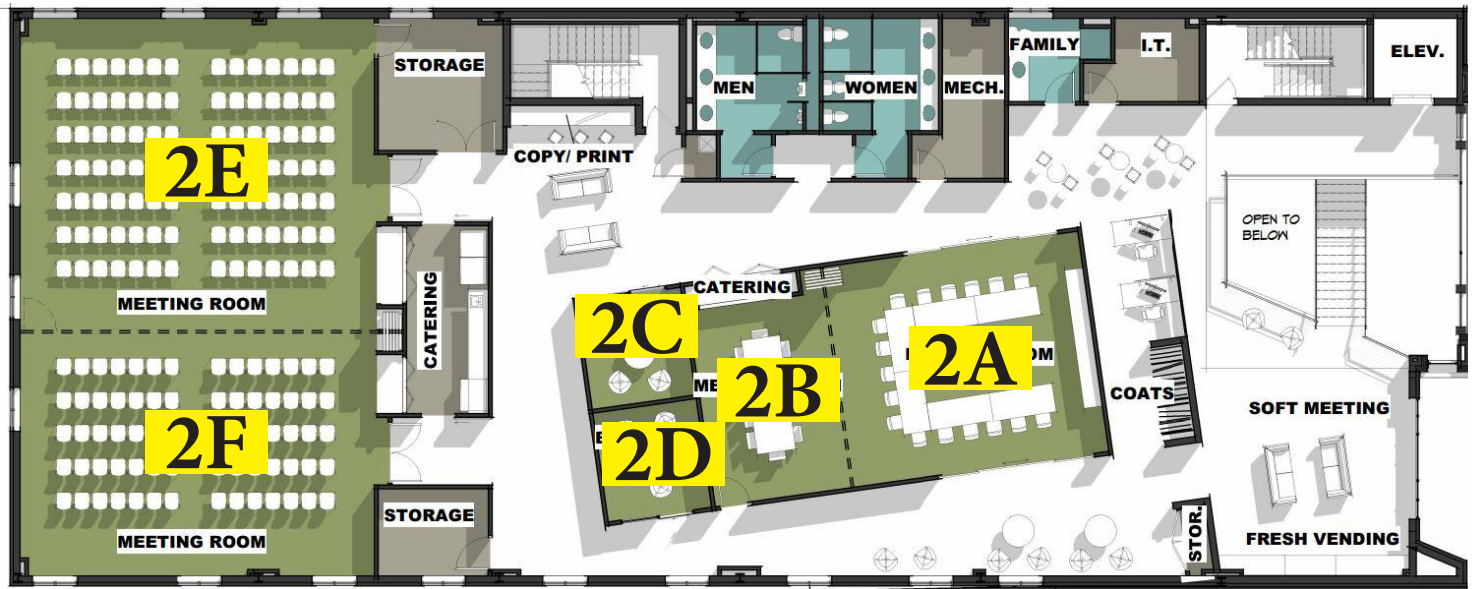
If you are interested in scheduling a meeting at our new location please contact ***Susan Kauffman*** at **717.397.3531** or skuffman@lancasterchamber.com.

115 East King Street
Lancaster, PA 17602
(717) 397-3531



Lancaster Chamber

People | Business | Community



Meeting Room 2C:

- Round 4

Meeting Room 2D:

- Round 4

Meeting Room 2A:

- Rectangle 16-20
- Classroom 18
- Theater 35
- "U" shaped 12-14

Meeting Room 2B:

- Rectangle 8
- Rectangle 12

Meeting Room 2A & 2B:

- Rectangle 24
- Classroom 26
- Theater 25
- "U" shaped 20

Meeting Room 2E:

- Rectangle 32
- Classroom 40
- Theater 72
- Rounds 54
- "U" shaped 24

Meeting Room 2F:

- Rectangle 28
- Classroom 24
- Theater 54
- Rounds 36
- "U" shaped 22

Meeting Room 2E & 2F:

- Rectangle 44
- Classroom 64
- Theater 126
- Rounds 114
- "U" shaped 30

Meeting Room 4A:

- Rectangle 20