**‘Smart’ Conference Room Configurations**

Note: Room capacity depends upon the furniture and setup needs of the occupant. Please see the conference room policy guidelines for more room capacity information.

All setups are with cushioned burgundy chairs, unless stated otherwise (if over 25, black plastic chairs).

If food tables are required, they are set up along the right-hand wall (in-line with the podium).

**Default-Square Style:** Max 20 people **U-Shaped Style:** 18-20 people

**Big-L Shape Style:** Max 12 people **Workshop Style:** Max 40 people

**Theatre Style:** Max 50 people (black plastic chairs) **Conference Style:** 12 people

**Classroom Style:** Max 33 people (black plastic chairs) **Public Relations Style:** Max 40 people

**Banquet Style:** 4 tables, 24 chairs **Circle Style:** 4 tables, 9 chairs