

## **400 Northpark Conference Center – 3<sup>rd</sup> Floor**

### **Sandy Springs Room**

- Fixed conference room set up (Max occupancy 10)
- \$37.50 for 1 hour
- \$75 for a half day (4 hours)
- \$150 for all day (5+ hours)
- 90" HDTV for use as projection monitor. Digital HDMI and VGA inputs at conference table connection. Apple TV available for use with your Apple I.D.
- Speaker phone available

### **Dunwoody Room**

- Fixed conference room set up (Max occupancy 14)
- \$50.00 for 1 hour
- \$100 for a half day (4 hours)
- \$200 for all day (5+ hours)
- \$210/day (8:00 a.m. – 5:00 p.m.)
- 80" HDTV for use as projection monitor. Digital HDMI and VGA inputs at conference table connection. Apple TV available for use with your Apple I.D.
- Speaker phone available

### **Georgia Room**

- Set-ups available:
  - Boardroom (max 40)
  - Classroom (max 50)
  - U-shape (max 50)
  - Theater (max 150)
- \$125 for 1 hour
- \$250 for a half day (4 hours)
- \$500 for all day (5+ hours)
- Projector with digital HDMI and VGA connections located at podium. A fixed podium microphone, wireless handheld microphone, or hands-free lapel microphone belt pack are available. Wireless Polycom speakerphone is also available.

### **Other Details:**

- Free Wi-Fi under "Cousins Guest", no password.
- After-hours HVAC - \$55/hour applies before 8:00 am and after 6:00 pm.
- An Easel with Pad and Markers is available for all rooms.
- Advance Reservations are required and made through our website, [www.northparktowncenter.com](http://www.northparktowncenter.com) using a service request log in. Reservations require a two hour window between meetings. Meetings will be reviewed and approved in the order they were received. A Cancellation Fee of \$100 will be charged for any room when cancelling with less than 24 hour notice.
- Limitations per Customer - Maximum 5 consecutive days per reservation, no more than 4 of these per year. Limit of 8 separate meeting reservations per month per customer, reviewable on a case by case basis.



## **500 Northpark Conference Center – 3<sup>rd</sup> Floor**

### **Abernathy Room**

- Set-ups available:
  - Boardroom (max 20)
  - Classroom (max 25)
  - U-shape (max 25)
  - Theater (max 60)
- \$75 for 1 hour
- \$150 for half day (4 hours)
- \$300 for all day (5+ hours)
- Projector with digital HDMI and VGA connections located at podium. A fixed podium microphone, wireless handheld microphone, or hands-free lapel microphone belt pack are available. Wireless Polycom speakerphone is also available.

### **Peachtree-Dunwoody Room**

- Set-ups available:
  - Boardroom (max 40)
  - U-shape (max 50)
  - Classroom (max 60)
  - Theater (max 100)
- \$112.50 for 1 hour
- \$225 for a half day (4 hours)
- \$450 for all day (5+ hours)
- Projector with digital HDMI and VGA connections located at podium. A fixed podium microphone, wireless handheld microphone, or hands-free lapel microphone belt pack are available. Wireless Polycom speakerphone is also available.

### **Other Details:**

- Free Wi-Fi under “Cousins Guest”, no password.
- After-hours HVAC - \$55/hour applies before 8:00 am and after 6:00 pm.
- An Easel with Pad and Markers is available for all rooms.
- Advance Reservations are required and made through our website, [www.northparktowncenter.com](http://www.northparktowncenter.com) using a service request log in. Reservations require a two hour window between meetings. Meetings will be reviewed and approved in the order they were received. A Cancellation Fee of \$100 will be charged for any room when cancelling with less than 24 hour notice.
- Limitations per Customer - Maximum 5 consecutive days per reservation, no more than 4 of these per year. Limit of 8 separate meeting reservations per month per customer, reviewable on a case by case basis.