

MEETING SPACE RENTAL

Space

CRHC is offering our brand new classroom/meeting room as an affordable alternative to meetings held in busy hotels or crowded educational institutions. It is available for conferences, seminars, training sessions, business meetings, and other special events. Situated conveniently at I-225 and Parker Road, the Colorado Rural Health Center is located at 3033 South Parker Road, Suite 606, in Tower I of the Marketplace Center, Aurora, CO 80014. There is free parking all around the building.

Hours	Room Size	Capacity
Monday–Friday 8:30 a.m.–5 p.m.	3655 sq. ft. (can be separated into 2 rooms with wall divider)	60 (Theatre or Classroom Set-up) Smaller groups welcome!

Equipment

CRHC has built-in audio/visual equipment (LCD projector, sound and dropdown screens), microphone, laptop computer, wireless high speed Internet, phone line, 220 VAC power, portable sound system, desk top podium, flip chart, easels and markers. Conference tables and chairs are provided.

Meeting Packages

Space Rental	Day	Half-Day
General Session Room	\$200	\$100
Includes: Parking		
General Session Room + A/V Equipment	\$250	\$150
Includes: Professional A/V Support and Parking		
Meeting Accessories		
Flip chart (self-stick), easel, markers	\$15	
Photocopying	\$0.15 ea color & \$.09 ea B/W	

Catering

Catering arrangements, pre-event set-up and post-event clean-up can be provided by CRHC or your event planner. A kitchen is available for food and beverage set-up.

CRHC Catering – Ala Carte		CRHC Catering – Inclusive	
Coffee, Decaf, Tea, Soft Drinks, Water	\$4.95 pp	Beverages, Continental Breakfast & Morning / Afternoon Break	\$19.95 pp
Continental Breakfast	\$8.95 pp		
Morning / Afternoon Break	\$7.95 pp		

Service Charge: \$50 for 2 hours for meeting room set-up/clean-up & general assistance
\$25/hr for usage outside normal business hours

Reservations

Contact Kent O'Connor – Executive Assistant, at 303.832.7493 or ko@coruralhealth.org.

*Non-Profit organizations receive 10% discount.
CRHC Members and Partners receive 15% discount.
Prices subject to change.*

The State Office of Rural Health

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