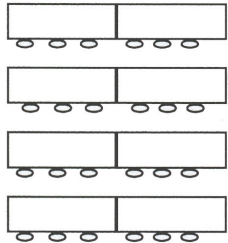
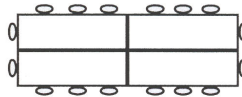


## MEETING SPACE & SEATING ARRANGEMENTS

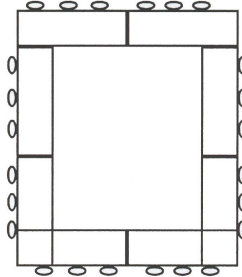
Classroom Style



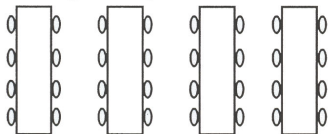
Conference Style



Hollow Square



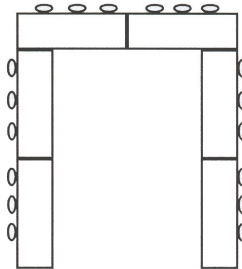
Banquet Style



Theatre Style



U-Shape



# Missouri Dental Association

## CONFERENCE FACILITIES RATES & POLICIES

	SIZE	SQ FEET	CLASS ROOM	THEATRE	BANQUET	U-SHAPE	HOLLOW SQUARE	CONFERENCE
DELTA ROOM	42 X 38	1615	75	125	125	30	50	50
BOARD ROOM	30 X 26	780	NA	NA	NA	20	25	NA

3340 American Avenue  
Jefferson City MO 65109  
573-634-3436  
[www.modental.org](http://www.modental.org)

## MDA CONFERENCE FACILITIES

Our mission is to provide, within a professional working environment, an exceptional facility for local and surrounding area businesses and agencies to utilize for the benefit of their organizations.

## CONFERENCE FACILITY RATES & POLICIES

### Delta Educational Room

Large room can accommodate seating for up to 125 people depending on room setup. Rental fee includes wireless Internet connection, access to the catering kitchen and use of A/V equipment.

### Rates for Delta Educational Room

- \$750 for first full day rental
- \$750 for each successive day's rental

### Board Room

State of the art Boardroom accommodates seating for 25-30 people. Rental fee includes wireless Internet connection, access to catering facilities and use of A/V equipment.

### Rates for Board Room

- \$750 for first full day rental
- \$750 for each successive day's rental

### Catering Kitchen

Large catering kitchen provides area for food and beverage preparation. Long counter allows for easy use for buffet style meals. Catering kitchen is available at no charge with rental of educational room and board room.

### Deposit Policy

A \$250 deposit for any event is required along with a signed contract, to reserve the room.

### Cancellation Policy

Cancellations must be made two weeks prior to your event to receive a full refund. If cancellations are made after the two-week time frame, half the refund will be returned unless MDA can rebook the cancelled date.

### Payment Policy

Payment in full for rental of facilities and A/V equipment is due one week prior to the event date.

## AUDIO VISUAL EQUIPMENT

- LCD Projector
- DVD/CD Player
- Wireless lavalier microphone
- Wireless handheld microphone
- Microphone mixer/2 inputs
- Stereo Mixer
- Polycom Sound Station Premier Conference/Speaker phone
- 10' x 10' Screen
- Laser pointer
- Extension cords
- Easels (limited number)
- Power strips
- Dry erase board and markers

## MISCELLANEOUS FEES

### Other Services Available

- |               |                |
|---------------|----------------|
| • Fax Machine | \$2 per page   |
| • Copier      | \$.30 per page |

### Beverages

- |                            |               |
|----------------------------|---------------|
| • Coffee (regular & decaf) | \$5 per pot   |
| • Tea                      | \$.20 per bag |

## DIRECTIONS TO MDA CONFERENCE FACILITIES

### From Kansas City/Columbia

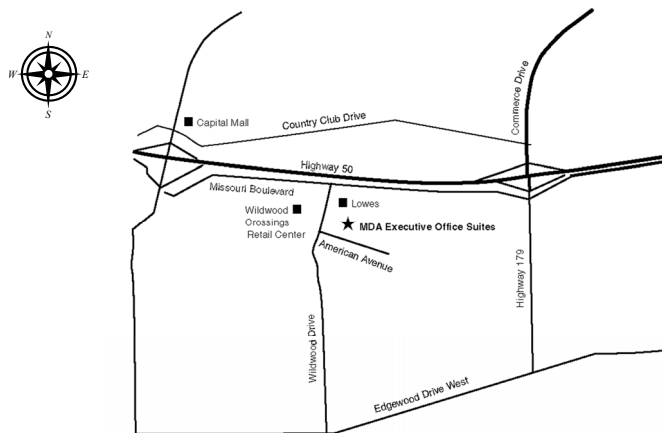
From Columbia take Highway 63 to Highway 54 South (brings you across Missouri River Bridge and into Jefferson City.) Take Highway 50 West (towards Sedalia). Take Route 179 Exit. Turn left. At next light veer right onto Missouri Blvd. Take left onto Wildwood Drive (light right past Lowe's). Take next left onto American Avenue. MDA Building is second building on left. Look for MDA sign.

### From St Louis

Take Highway 54 South (brings you across Missouri River Bridge and into Jefferson City.) Take Highway 50 West (towards Sedalia). Take Route 179 Exit. Turn left. At next light veer right onto Missouri Blvd. Take left onto Wildwood Drive (light right past Lowe's). Take next left onto American Avenue. MDA Building is second building on left. Look for MDA sign.

### From Springfield

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