



**WHO MAY USE THE THOMPSON CONFERENCE CENTER?**

Organizations and individuals sponsoring educational, not-for-profit programs.

**WHEN IS THE CENTER AVAILABLE?**

**Facility Hours:**

7:30 a.m. - 10:00 p.m. daily except major holidays

**Office Hours:**

7:30 a.m. - 5:00 p.m. Monday - Friday

**Under The Oaks Café:**

Open for breakfast, lunch, & snacks

7:30 a.m. - 3:00 p.m. Monday - Friday

**Dining Room:** Available for dinner or receptions

6:00 p.m. - 10:00 p.m. daily

8:00 a.m. - 10:00 p.m. weekends except major holidays

**HOW CAN YOU RESERVE SPACE AT THE CENTER?**

**Day:**

8:00 a.m. - 5:00 p.m.

**Half Day:**

8:00 a.m. - noon

**or** 1:00 p.m. - 5:00 p.m.

**or** 6:00 p.m. - 10:00 p.m.

**Full Day:**

8:00 a.m. - 10:00 p.m.

**WHAT IF YOU MUST CANCEL?**

Thirty calendar days prior to program date, TCC will charge 50 percent of room fee. Five calendar days prior to program, TCC will charge 100 percent of room fee.

	Day	Half Day	Full Day	Classroom	Groups	Hollow Square	U Shape	Square Footage
<b>CONFERENCE ROOMS</b>								
1.124	\$335	\$240	\$460	34	NA	NA	NA	NA
1.126	\$280	\$205	\$375	30	30	30	21	738
2.102	\$475	\$335	\$625	192	192	64	44	2640
2.108	\$175	\$125	\$240	20	20	20	16	622
2.110	\$385	\$270	\$525	60	60	42	33	1266
2.120	\$445	\$310	\$600	80	72	48	42	1704
2.122	\$385	\$270	\$525	60	54	36	30	1008
3.102	\$500	\$360	\$675	192	192	64	44	2640
3.108	\$320	\$220	\$435	40	32	28	20	1237
3.110	\$320	\$220	\$435	40	32	28	20	1237
3.120	\$320	\$220	\$435	36	32	28	20	1082
3.122	\$385	\$270	\$525	60	54	42	33	1008
<b>AUDITORIUM, DINING AREA, LOBBY, &amp; PATIO</b>								
1.110	\$705	\$490	\$950	230	NA	NA	NA	NA
Dining Room	\$475	\$335	\$640	150/230	NA	NA	NA	NA
Lobby (Reception Only)	\$295	\$215	\$405	125	NA	NA	NA	NA
Patio	\$195	\$140	\$260	40	NA	NA	NA	NA

Rates effective September 1, 2008. Room rates are subject to change.