



<b>Garden Green</b>			
The Garden Green is a level half-acre lawn next to the Rose Garden and water features and is just steps from the J. Frank Schmidt Jr. Pavilion, which contains the Grand Hall, Oregon State University room and the Oregon Association of Nurseries room.			
<b>Area</b>		<b>Set up options</b>	<b>Number of people</b>
<b>Size</b>		Theater	
<b>Ceiling Height</b>		Classroom	
<b>Maximum Number of People</b>	2000	U Shape	
<b>Contact</b>		Hollow Square	
Christine Bradbury Tel (503) 874-2510 ChristineB@MoonstoneHotels.Com		Rounds	
		Reception	2000

**Set up options explained:**

**Theater**

Chairs are set up in rows, all facing the front. This set-up is used primarily for meetings where attendees do not have to take notes. It is an ideal set-up option for showing presentations or for a non-interactive internet seminar or broadcast.

**Classroom**

Long (6' or 8') tables are set up in rows with 3 or 4 chairs at each table, all facing the front. This set-up is used mainly for meetings where people are expected to take notes. It is an ideal set-up option for interactive presentations or training.

**U Shape**

Chairs are set up around a series of tables set up in a U shape. This set-up is used mainly for meetings where people have to interact with each other and take notes. It is an ideal set-up option for a group discussion and a smaller presentation.

**Hollow Square**

Chairs are set up around a series of central tables, which form a hollow square inside the tables. This set-up is used mainly for formal meetings where people have to interact with each other and take notes. It is an ideal set-up option for larger group discussions. It is not ideal for presentations, as people are facing each other across a table.

**Rounds**

Chairs are set up around a series of circular tables throughout the room. This set-up is used mainly for banquets, weddings, dinners, or social dining events. It is also used for larger meetings or retreats, with participants turning chairs toward a speaker or audio-visual presentation.

**Reception**

Participants stand and mingle during a reception-style event. Tables are used only for food and beverage or group materials.

**The Oregon Garden**

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