



Natural Resource Education Center	
The Natural Resource Education Center is a meeting room that is ideal for meetings, training classes, retreats, reunions and receptions. It is divisible by an operable wall into two halves. This meeting space has an entrance hall, which can be set up for your event registration.	
Area	
Size	
Ceiling Height	
Maximum Number of People	220
Contact	
Christine Bradbury Tel (503) 874-2510 ChristineB@MoonstoneHotels.Com	
Set up options	Number of people
Theater	180
Classroom	50
U Shape	
Hollow Square	
Rounds	90
Reception	220

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

879 W Main Street, Silverton, OR 97381
Tel (503) 874-8100 Toll free (877) 674-2733
www.OregonGarden.Org or www.MoonstoneHotels.com