



# THE INVERNESS

## HOTEL AND CONFERENCE CENTER

200 Inverness Drive West Englewood, CO 80112 (303) 799-5800 Phone (303) 799-5874 Fax [www.InvernessHotel.com](http://www.InvernessHotel.com)

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### Conference & Event Facilities

At The Inverness Hotel and Conference Center, a stimulating atmosphere has been created that encourages thought and inspires innovation. Here work, rest and play are seamlessly intertwined to create the ultimate meetings experience. Quiet interactive workspaces, ergonomic comfort and the latest technology merge effortlessly to bring context and enhanced impact to any meeting's message. Certified by the International Association of Conference Centers, the 43 meeting rooms and 60,000 square feet of indoor and outdoor event space at The Inverness, combined with the ease of our comprehensive meeting planner packages, enable planners to focus on the true measure of a program's success – its content.

#### Conference and Event Space:

With 43 individual meeting rooms and a wide array of outdoor event venues encompassing more than 60,000 combined square feet, The Inverness Hotel and Conference Center is purposefully suited for any size gathering, group or conference:

- Conference Rooms (216 to 5,002 square feet)
- Banquet Rooms (1,599 to 5,400 square feet)
- Outdoor Venues (900 to 6,144 square feet)

#### Conference Packages:

Meeting package plans at The Inverness Hotel and Conference Center are designed to enhance the results of any meeting by simplifying the planning process and maximizing meeting efficiency.

#### ***Complete Meeting Package (CMP)***

- Inviting guest rooms
- Fine dining featuring elaborate breakfast, lunch and dinner buffets
- Continuous morning and afternoon refreshment breaks
- Gratuities for refreshment breaks and all meals in the conference restaurant (excluding private functions)
- Conference rooms on a 24-hour basis
- Applicable breakout rooms
- Advanced audiovisual systems with in-room control panels
- A personal conference services manager
- Unlimited use of our complete fitness center

#### ***Day Meeting Package (DMP)***

- An elaborate lunch buffet
- Continuous morning and afternoon refreshment breaks

- Gratuities for refreshment breaks and lunch in the conference restaurant (excluding private functions)
- Conference rooms on a 24-hour basis
- Applicable breakout rooms
- Advanced audiovisual systems with in-room control panels
- A personal conference services manager

### ***Modified Meeting Package (MMP)***

At The Inverness, we understand that your meeting objectives may require flexibility and customization. That's why we will design meeting packages to meet your needs upon request.

#### **Conference Features:**

- Built-in projection screens in meeting rooms
- Audio systems
- Wired and wireless high-speed Internet access
- Video conferencing, satellite and teleconferencing capabilities
- In-room audiovisual control panels with fingertip operation to adjust climate, light and sound
- Floor-to-ceiling windows providing natural light in all Englewood meeting rooms
- Herman Miller Aeron ergonomic chairs
- Non-glare oversized tables and workspaces
- Two flipcharts, masking tape and markers
- Meeting room supplies (stapler, tape, pens and office supplies)
- Pads, pens and hard candy
- White boards and tackable walls
- Continuous refreshment breaks
- Smoke-free environment

#### **Meeting Services:**

- **Destination Services Department**—goes above and beyond to arrange transportation, as well as coordinate team-building events and off-site excursions to ensure meeting attendees achieve a work/play balance.
- **Dedicated Conference Planner**—a personal planner to work closely with meeting planners from pre-arrival planning through checkout to ensure every detail is anticipated and expertly handled.
- **Conference Concierge**—helps with even the smallest details for the entire duration of the program so meeting planners and attendees can focus on the content of the meeting.
- **Multimedia Capabilities**—on-site, experienced technicians to assist with audiovisual, computer, equipment and production needs.
- **Business Center**—provides complete administrative and support services throughout meeting.

For additional information, please call (303) 799-5800.