



# 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)

---

### Conference & Event Facilities Fact Sheet

At The Inverness Hotel and Conference Center, a stimulating atmosphere has been created to encourage thought and inspire 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 Hotel and Conference Center, combined with the hotel's signature meeting planner packages, enable planners to focus on the true measure of a program's success – its content.

#### Conference & 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:

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

#### Conference Facility Features

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

## Meeting Services

- **Business Center** – complete administrative and support services throughout meeting.
- **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.
- **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.
- **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.
- **Multimedia Capabilities** – on-site, experienced technicians to assist with audiovisual, computer, equipment and production needs.

## 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)

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

### Day Meeting Package (DMP)

- Advanced audiovisual systems with in-room control panels
- An elaborate lunch buffet
- Applicable breakout rooms
- Conference rooms on a 24-hour basis
- Continuous morning and afternoon refreshment breaks
- Gratuities for refreshment breaks and lunch in the conference restaurant (excluding private functions)
- Personal conference services manager

### Modified Meeting Package (MMP)

- Customized meeting packages upon request

For additional information, please call (303) 799-5800 or visit [www.InvernessHotel.com](http://www.InvernessHotel.com).