

BOOKING INFORMATION



Meeting and event spaces are reserved through our Sales & Events Department. Food and beverages are catered by our on site restaurant. Minimum food and beverage purchases apply to each room, varying on the size of the room, time of day and day of the week. Each function requires an advance deposit with the balance due upon conclusion of the event.

A direct billing option is available for corporate groups with advance arrangements.

Fully equipped rooms for business or social meetings are one of our hotel's highlights.

LCD projectors, flip charts, display boards and other materials are available upon request.

We offer free wireless Internet access throughout the property. The hotel's catering department offers special menus for all events, from conferences to wedding receptions and more.

For more information, contact our sales coordinators: (503) 992-9530 or (877) 992-9530

MEETING ROOM SPECIFICATIONS

	Maximum Number of Guests per Set-up Style				
	Rounds	Reception	Classroom	Theater	Square
Alice Inkley Room	40	60	30	60	24
Equinox Room	NA	30	20	NA	16
Magic Flute Room	NA	30	20	NA	16
Rounder Room	NA	30	20	NA	16
Entire Cottage* (*includes lawn and Sequoia Grove)	150	180	NA	NA	NA
Priscilla's Room	50	80	40	60	40
Leah's Room	50	50	30	60	24
Pauline's Room	50	50	30	60	24
Delia's Garden	200	300	NA	NA	NA
Willow Grove	500	750	NA	NA	NA
Catchings Grove	80	100	NA	100	NA
Sequoia Grove	80	120	NA	100	NA
Hayne's Glen	72	80	NA	80	NA

Please note that no group is too large to consider.
Speak with a sales coordinator if you have questions about capacity.



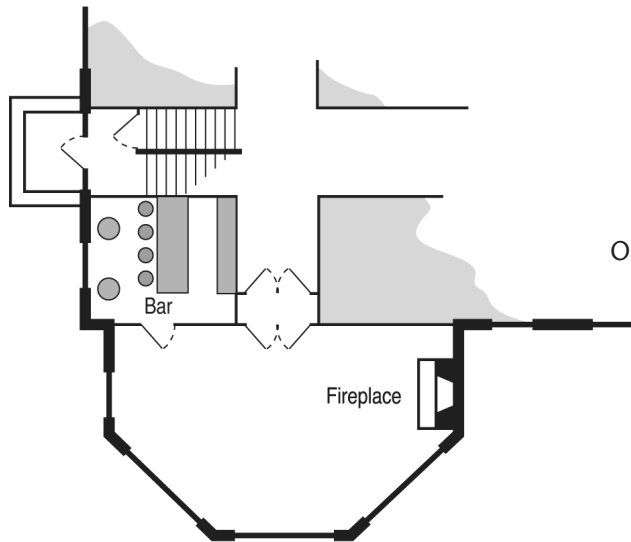
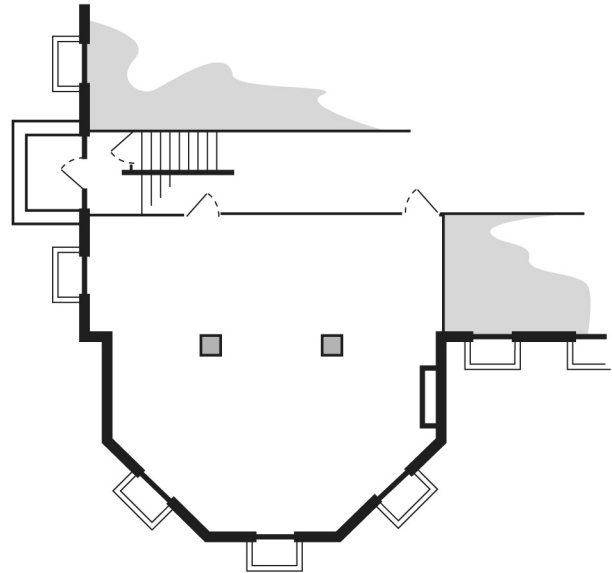
MAIN BUILDING



ALICE INKLEY ROOM

(FOUNDATION LEVEL)

This expansive space is one of the Grand Lodge's larger and most versatile meeting rooms. Its size and open floor plan welcome events of all kinds.
Capacity is 60 people.



EQUINOX ROOM

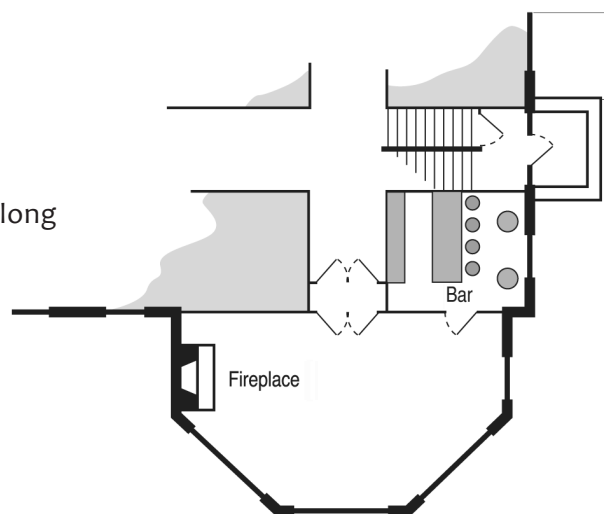
(FIRST FLOOR WEST)

One of the Grand Lodge's original sun parlors, the Equinox Room is a bright space that features a beautiful fireplace, hardwood floors and a full-service bar.
Capacity is 30 people.

ROUNDER ROOM

(FIRST FLOOR EAST)

This spot offers comfortable chairs and couches along with a vintage fireplace and a view of the gardens through the bow window.
Capacity is 30 people.



MAIN BUILDING



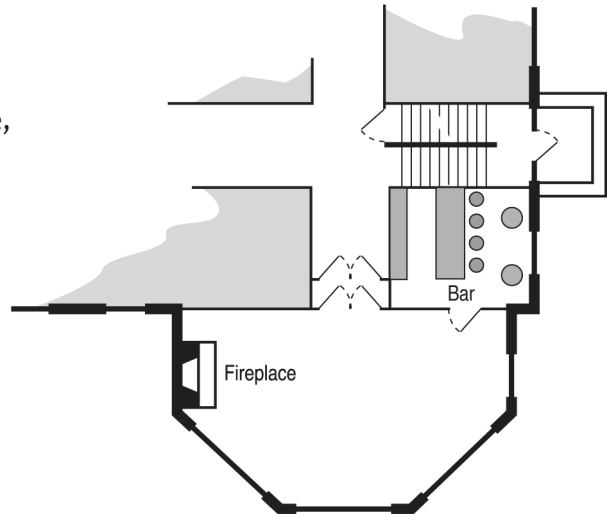
MAGIC FLUTE ROOM

(SECOND FLOOR EAST)

Another of the building's original sun parlors, the Magic Flute Room features a vintage fireplace, full-service bar and hardwood floors.

Its bank of oversized windows looks out onto the gardens.

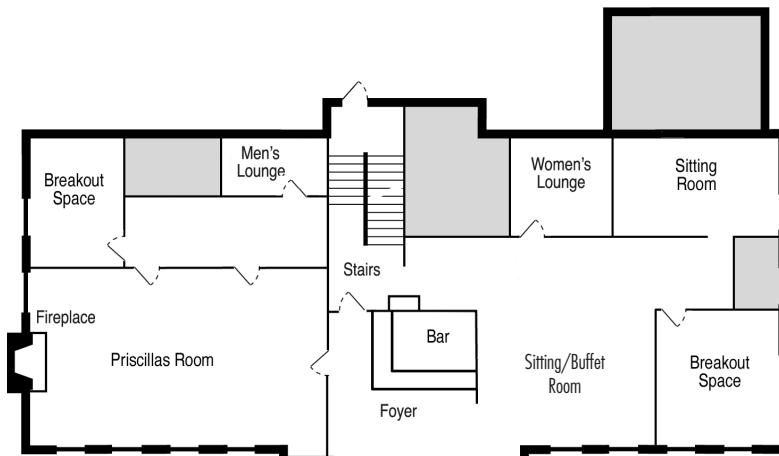
Capacity is 30 people.



CHILDREN'S COTTAGE

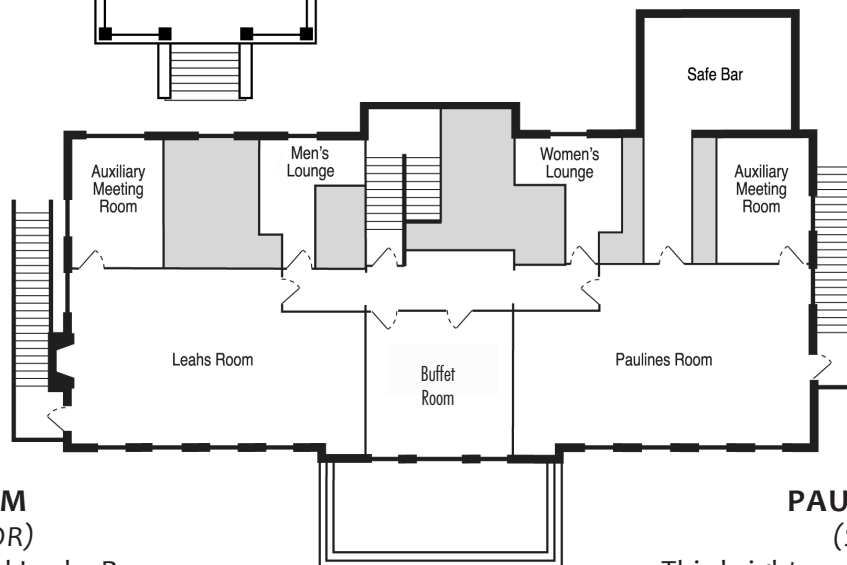


The former orphanage holds a variety of welcoming spaces for your event. You can request just one of the rooms for smaller groups or rent the entire Cottage including its lawn and the Cedar Grove for larger groups (up to 150 people). The Cottage itself functions well for weddings as there are small side rooms perfect for serving as the bride and groom's dressing areas.



PRISCILLA'S ROOM (FIRST FLOOR)

This is a bright, open space featuring an original fireplace and large windows looking out onto the beautiful grounds. Capacity is 25-80 people.



LEAH'S ROOM (SECOND FLOOR)

Groups will find Leahs Room a comfortable meeting place. With an open floor plan and a second-floor view of the gardens, this room is very accommodating. Capacity is 25-50 people.

PAULINE'S ROOM (SECOND FLOOR)

This bright, second-floor space and open floor plan will suit a multitude of meeting and event needs. Capacity is 25-50 people.



OUTDOOR SPACES



From a sweeping, wide-open lawn surrounded by flowers to a more intimate tree-lined grove with a quaint cottage, the Grand Lodge offers a variety of lovely outdoor spaces for your event. Your guests will enjoy fresh air and beautiful views of the estate. Canopies and tents are highly recommended in case of inclement weather.

Capacity ranges from 50 to 1000 people.

