

## Maximum Room Capacities

Format	Entire Facility 3,164 sq. ft.	Burnaby Room (34 x 56) 1,904 sq. ft.	Powell Room (30 x 42) 1,260 sq.ft.
<b>Seminar</b>			
Theatre Style	220	100	75
Classroom Style	175	100	50
U-Shape	80	48	30
<b>Banquet</b>			
With head table & dance floor	175	60	n/a
With head table & no dance floor	220	80	50

### Theatre Style Set Up

Sitting just like the movies... This type of set up is great for large audiences. Theatre style set up, with chairs facing a head table in the front of the room. It is suitable for lectures, speeches, presentations, and watching performances. This set up allows for most efficient space use.

### Classroom Style Set Up

A great style for training sessions. Usually 3 to 4 chairs on one side of the table facing a head table in the front of the room. It is suitable for workshops, orientations, and presentations where the audience will be taking notes. Relatively space consuming but is very effective.

### Round Style Set Up

Elegant to formal this set up is used for all kinds of functions... Rounds – most commonly used set up for dinners, receptions, celebration, and socials. Round tables allow for up to 8 people to be seated per table.

### U-Shape Set Up

U-style set up is good to use when the speakers would like to have easy access to the audience. Tables are moved together to form a u-shape facing a head table with chairs around the outside. It is used for meetings and conferences with the presenter separated from the audience. More space consuming than square and conference set-ups. We can help optimize the space.