

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.
Seminar			
Theatre Style	220	100	75
Classroom Style	175	100	50
U-Shape	80	48	30
Banquet			
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.