



| Sage Room Fast Facts | | | |
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| The Sage Room is a meeting room that is ideal for meetings, retreats, reunions, receptions, and group meals. | | | |
| Area | 1248 Ft ² (116 M ²) | Set up options | Number of people |
| Size | 52' * 24' (15.8 M *7.3 M) | Theater | 140 |
| Ceiling Height | | Classroom | 60 |
| Maximum Number of People | 140 | U Shape | 40 |
| Contact | | Hollow Square | |
| Melinda Thompson (541) 942-2491 MelindaT@MoonstoneHotels.Com | | Rounds | 80 |
| | | Reception | 140 |

Set up options explained:

Theater

Chairs are set up in rows, all facing the front. This set-up is used primarily for meetings where attendees do not have to take notes. It is an ideal set-up option for showing presentations or for a non-interactive internet seminar or broadcast.

Classroom

Long (6' or 8') tables are set up in rows with 3 or 4 chairs at each table, all facing the front. This set-up is used mainly for meetings where people are expected to take notes. It is an ideal set-up option for interactive presentations or training.

U Shape

Chairs are set up around a series of tables set up in a U shape. This set-up is used mainly for meetings where people have to interact with each other and take notes. It is an ideal set-up option for a group discussion and a smaller presentation.

Hollow Square

Chairs are set up around a series of central tables, which form a hollow square inside the tables. This set-up is used mainly for formal meetings where people have to interact with each other and take notes. It is an ideal set-up option for larger group discussions. It is not ideal for presentations, as people are facing each other across a table.

Rounds

Chairs are set up around a series of circular tables throughout the room. This set-up is used mainly for banquets, weddings, dinners, or social dining events. It is also used for larger meetings or retreats, with participants turning chairs toward a speaker or audio-visual presentation.

Reception

Participants stand and mingle during a reception-style event. Tables are used only for food and beverage or group materials.

Village Green Resort

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