

Room set-up standards and furniture dimensions

Stage modules

*Note: If your contract allows you to a certain quantity of free modules, you will be informed by your event manager.

Room 210:	modules 4' x 8'	(available heights : 16'', 24'', 32'', 40'')
Room 517:	modules 4' x 8'	(available heights : 16'', 24'', 32'', 40'')
Room 710:	modules 4' x 8'	(available heights : 16'', 24'', 32'', 40'')
Room 510 to 516:	modules 6' x 8'	(available heights : 16'', 24'', 32'')
Room 518 to 525:	modules 6' x 8'	(available heights : 16'', 24'', 32'')

Tables & chairs

- Round tables of 72'' diameter
- 6' x 18'' tables (for schoolroom style)
- 6' x 30'' tables (for head table...)
- 43'' x 43'' tables
- 36'' x 36'' tables
- Chairs dimensions : 20'' x 20'' (0.5m x 0.5m)

Theater style

- Maximum 16 chairs per row (ideally 15), with aisle at both ends
- Maximum 8 chairs if one side is against a wall
- Rooms of level 2, 5 and 7 : 3' (0.914m) from front edge to front edge of chairs
- Aisles of 4' (1.22 m)
- 8' (2.44m) to 10' (3.05m) between first row of chairs and stage for large rooms
- 4' (1.22m) to 6' (1.83m) between first row of chairs and stage for small rooms

Banquet style

- 10½' (3.2m) center / center for round tables
- Remove one row of tables to create an aisle : 21' (6.4m) center /center
- A table block will not include more than 6 tables in one of the 2 directions (east-west or north-south)
- In large or medium capacity rooms :
Leave a distance of 8' (2.44m) around the room (from back of chairs to wall). Don't forget that there is service
- In small capacity rooms :
Leave a distance of 6' (1.83m) around the room (from back of chairs to wall)
- 4' (1.22m) to 6' (1.83m) clear around dance floor (if installed)

Schoolroom style

- 2 or 3 chairs per table, 5 tables per row maximum, with an aisle at both ends
- Maximum of 2 tables per row with a wall at one end
- 4'10'' (1.47 m) from front to front of tables
- Aisles of 4' (1.22m)
- Minimum distance between the stage and the first row of tables is 3' (0.91m)