

2020 Meeting Room Rates

Discovery Full Day Rate: \$350 | Discovery Half Day Rate: \$200*

Eureka Full Day Rate: \$200 | Eureka Half Day Rate: \$100*

Trinity Room Full Day Rate: \$500 | Trinity Room Half Day Rate: \$250*

*Events that are 4 hours or less may qualify for a Half Day Rate.

Function Room Assignments:

Room assignments are made according to the guaranteed minimum number of people anticipated. Holiday Inn Express & Suites® Los Alamos Entrada Park reserves the right to change room reservations to best accommodate either increasing or decreasing attendance figures. If you need to change room set-up on the day of event a \$150 reset fee will apply.

We also offer various packages for different equipment that may be needed.

Package 1: \$150/Day

Coffee & Tea Service/Projection Screen/LCD Projector/Power Strips/Podium

Package 2: \$75/Day

Projection Screen /LCD Projector/Power Strips/Podium

Package 3: \$80/Day

Coffee & Tea Service

Package 4: \$50/Day

Projection Screen/LCD Projector



Billing:

An acceptable form of payment must be agreed upon during the initial booking arrangements. Acceptable forms include advance deposit (prepayment), or completed credit card authorization form.

Tax & Service Charges:

All menu prices are subject to a 12.3125% sales tax. A 20% Service charge is added to all third party purchases and rentals. The hotel is not liable for third party cancellation fees.



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