

MEETINGS & EVENTS



The Holiday Inn Express® DeForest/Madison Area boasts 750 sq. ft. of meeting space for groups and meetings for up to 35 guests for any type of event from a simple corporate training meeting to a baby shower or social event.

	Theater	Classroom	U-Shape	Conference	Meal/Social
Meeting Room	35	27	21	24	35
Breakfast Room*	N/A	N/A	N/A	N/A	28

*The Breakfast Room is semi-private and generally rented in conjunction with the Meeting Room Only.

ROOM RENTAL

The Meeting Room is available for rental by the ½ day, full-day or evenings. Room rental includes labor to set-up and tear down your table and chair configuration. Our expertly trained staff are eager to assist you in resourcing your meeting needs.

- Full Day Rental (ending by 5 pm)
- ½ Day Rental (until 12 pm or 5 pm)
- Evening Rental (6 pm-10 pm)

For Pricing and Availability
Call Us At: 608-846-8686

AUDIO VISUAL

Large Wall Mounted LCD TV with HDMI connection is available at no additional charge. Additional A/V is available from a reputable rental company at reasonable rates.

FOOD & BEVERAGE

The Holiday Inn Express® DeForest allows clients to provide your own food & beverage if you so desire. Events that request to supply alcoholic beverages, will require prior approval from management.

SWIMMING POOL PARTIES

Pool parties are offered for up to 15 Guests. Guests are defined as anyone who attends, whether they swim or not. Additional guests may be subject to removal or additional charges.

- 4-hour party (11am to 3 pm or 4pm to 8pm) Time allotted includes set-up and tear-down of your event
- The ability to provide your own food & beverage is included in the rental.
- Adult Supervision is required at all times while children are in the swimming pool area.
- Food & Beverage must be consumed in the meeting room only. (no food is permitted in the pool area)

Meeting Room reservations require a credit card guarantee and are subject to availability.

Cancellations made within 7-days subject to a 50% cancellation charge. Pricing is subject to change and may be adjusted based on specific needs requested.