



WORLD TRADE CENTER® EDMONTON

wtcedmonton.com

- Situated in the heart of downtown Edmonton in the World Trade Centre, we offer comfortable and convenient meeting room and conference space in a beautiful designated historical building.
- Located on the 6th floor of the Conference Centre facility, we provide a friendly and professional atmosphere.
- One-stop service facilities with productivity, presentation and meeting space for up to 120 people.
- Desk space available on a drop-in basis for Chamber members

■ WTCE Amenities:

- Meeting space and boardrooms
- All rooms offer natural light with window views
- Catered food and beverage services
- Free Wi-Fi connections
- Work station areas
- Modern A/V conferencing and presentation tools
- Printing and copying available
- Certificates of Origin attested / Onsite Commissioner of Oaths
- Security lockers for storage
- Security monitored building

■ Contact us today:

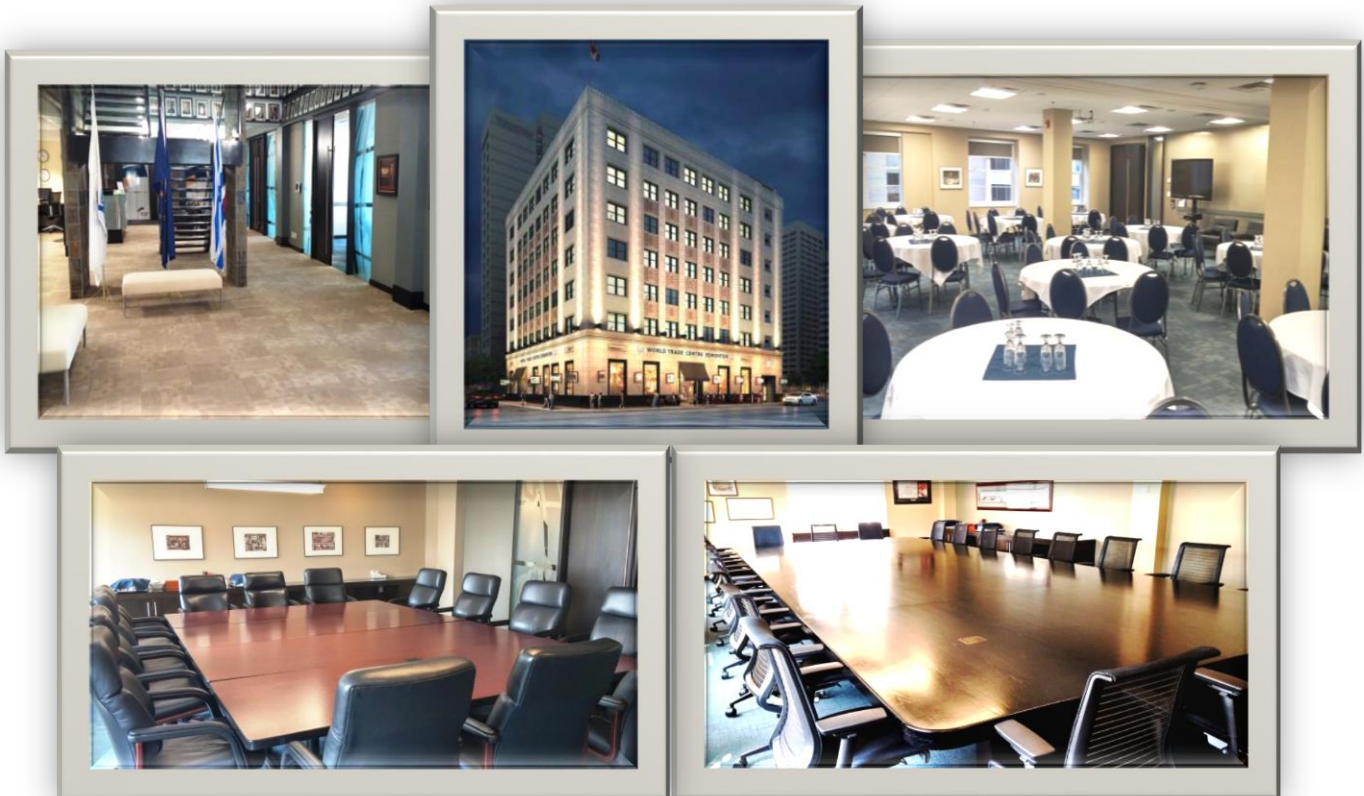
Email: reception@edmontonchamber.com

Tel: 780.426.4620

World Trade Centre Edmonton

#600 - 9990 Jasper Avenue

Edmonton, Alberta





FACILITIES RATE SHEET

In effect as of January 2018

Book your next corporate venue
Contact WTCE



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Edmonton, Alberta
T5J 1P7

	Capacity	Sq. Ft.	Half Day Member	Full Day Member	Half Day Non-Member	Full Day Non-Member
Small Boardroom	10	362	\$100.00	\$150.00	\$200.00	\$400.00
Medium Boardroom	16	535	\$150.00	\$200.00	\$300.00	\$500.00
Large Boardroom	26	1149	\$200.00	\$300.00	\$500.00	\$750.00
Conference A Rounds Theatre	50 60	972	\$200.00	\$300.00	\$500.00	\$750.00
Conference B Rounds Theatre	50 60	972	\$200.00	\$300.00	\$500.00	\$750.00
Conference A/B Rounds Theatre	120 120	1944	\$400.00	\$600.00	\$750.00	\$1,000.00
Day Office Space		94.5	\$80.00	\$125.00	\$125.00	\$200.00

After business hours subject to a \$50.00 hourly rate (security & staffing)

For long-term rental options, contact WTCE by calling 780.426.4620.

SERVICES / EQUIPMENT

Coffee/Tea	10-12 Cup Carafe	\$30.00/\$15.00	Flip Chart & Markers	\$20.00
Canned Pop		\$2.50	Photocopies	\$0.25
Bottled Juice		\$2.50	Teleconferencing fees	\$25.00+\$0.04 per min
Bottled Water		\$2.50	Polycom Phone	\$30.00
Plasma TV Screen	54" On Stand (with laptop)	\$175.00	Microphones (wired/wireless/lapel)	\$40.00 per mic
Projector & Screen		\$50.00	Sound System (music & speakers)	\$150.00

WTC Edmonton looks forward to helping you with all your event requirements

- Training
- Mixers
- Weddings
- We are available
- Tradeshows
- Seminars
- Anniversaries
- Monday to Friday,
- Dinners
- Press Conferences
- Birthday Celebrations
- evenings and
- Lunches
- Receptions
- And much more...
- weekends

*After business hours subject to a \$50.00 hourly rate. Any events scheduled after regular business hours are subject to a 3 hour minimum.
Prices do not include GST and are subject to change.*

**All catering for events at WTCE facilities must be ordered through WTCE using the recommended Preferred Caterers.
A 20 per cent service charge will be added to the final catering invoice.**

Alcohol services available on request - one week notice required. A/V requirements and fees will be determined at the time of booking.