

Welcome to the

BANK OF AMERICA PLAZA CONFERENCE CENTER

- + Overhead LCD Projectors & projection screens
- + Podium w/ microphone & laptop connection
- + Wireless Internet Access
- + Variety of room set-up options available
- + Catering options available
- + *More amenities included!*



**FOR RESERVATION INFORMATION, PLEASE CONTACT THE
BUILDING MANAGEMENT OFFICE AT (314) 436-3001.**



BANK OF AMERICA PLAZA CONFERENCE CENTER

Set-Up Options

CONFERENCE ROOM A (\$150.00/ DAY)

- Theatre Style (occupancy 150)
- Classroom Style (occupancy 56)
- U-Shape Style (occupancy 26)
- Banquet Style (occupancy 78 – 6 per table)
- Banquet Style (occupancy 88 – 8 per table)

CONFERENCE ROOM B (\$100.00/ DAY)

- Theatre Style (occupancy 60)
- Classroom Style (occupancy 34)
- U-Shape Style (occupancy 22)
- Banquet Style (occupancy 42 – 6 per table)
- Banquet Style (occupancy 48 – 8 per table)

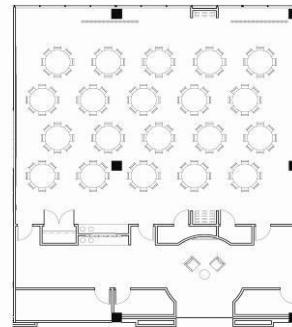
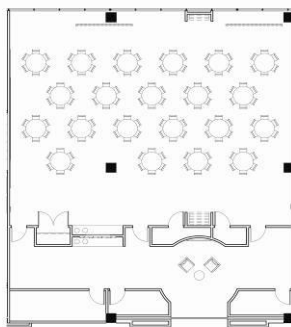
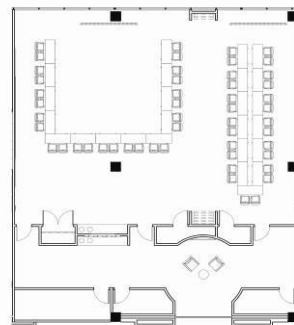
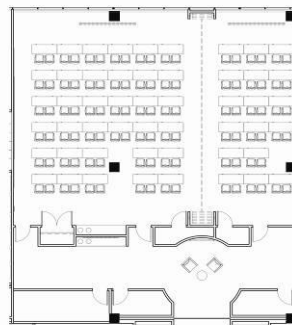
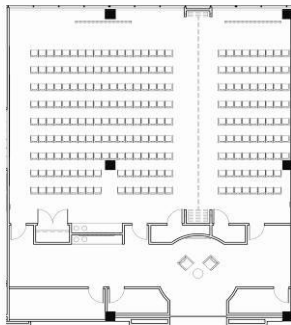
CONFERENCE ROOM A & B (Combined for maximum occupancy - \$250.00/ DAY)

- Theatre Style (occupancy 250)
- Classroom Style (occupancy 84)
- U-Shape Style (N/A)
- Banquet Style (occupancy 126 – 6 per table)
- Banquet Style (occupancy 160 – 8 per table)

Theatre

Classroom

U-Shape



Banquet (6)

Banquet (8)

AUDIO VISUAL EQUIPMENT

Our audio-visual equipment adds that impressive and professional element to your meeting and has been designed with your requirements in mind. If you have any special requests, please let us know and we will do everything we can to assist or adjust. Please contact the Building Management office at (314) 436-3001 for details about the following equipment:

CONFERENCE ROOMS

- Standing Podium (includes)
 - a. Microphone
 - b. Laptop connection capabilities
- Sound System
- Lighting Effects
- DVD/VCR combination player
- Connections for audio and visual inputs
- Overhead LCD Projector (simultaneous projection capability with combined rooms)
- Projection Screens (ceiling drop down - 8' x 10')
- Conference Room Black-Out Shades
- White Board with markers (available in Conference A only at this time)
- Wireless Internet Access (WiFi)
- Ethernet Cable

PRE-FUNCTION AREA

- 47" Flat Screen Television
 - a. Programmable media player to display signage upon request

Bank of America Plaza · 800 Market Street · Saint Louis, Missouri · 63101

CATERING

(Updated 07/01/2021)

The Client can arrange food/catering services through **Executive Dining**, the in-house food service provider. All catering charges will be billed on a separate invoice to the Client by Executive Dining.

**** It is preferred that all catering be arranged at least 24 hours in advance. ****

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