

Big ideas

REQUIRE AN APPROPRIATE AMOUNT OF SPACE

Oxford Suites Portland–Jantzen Beach offers a total of 1,350 square feet of meeting space to accommodate business meetings, conferences, holiday parties, reunions, weddings and other functions. State of the art A/V equipment and catering are available upon request.

Town Meeting One/Two Combined (1,150 sq. ft.)

- Reception up to 120 people
- Theatre up to 90 people
- Banquet up to 80 people
- Classroom up to 48 people
- U-Shape up to 36 people
- Boardroom up to 32 people

Town Meeting One or Two (575 sq. ft. ea.)

- Reception up to 60 people
- Theatre up to 45 people
- Banquet up to 30 people
- Classroom up to 24 people
- U-Shape up to 18 people
- Boardroom up to 16 people

Town Meeting One and Two have separate entrances and feature a presentation white board enclosed in Mahogany cabinets at the end of the room. Town Meeting One also includes a wet bar.

Coho Boardroom (200 sq. ft.)

- Boardroom up to 12 people

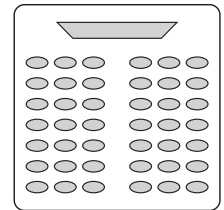
Coho Boardroom features a ceiling mounted screen, wet bar and private restroom.

Audio/Visual Equipment Available

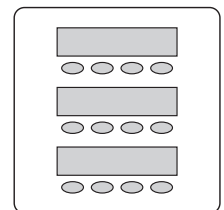
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|--------|--------------------|---------------|------------------------|
| Podium | Overhead Projector | LCD Projector | Flip Chart Easel/Paper |
| TV/VCR | Screen | DVD Player | |

Catering Services

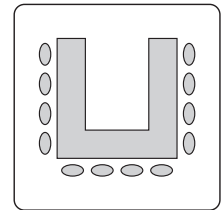
Oxford Suites offers a variety of catering services to meet your groups' needs, whether large or small. Choose from Full or Continental breakfasts, in addition to an assortment of delicious sweets for your afternoon breaks. We also offer a variety of buffet style lunches and dinners which are served in our dining room. Catering menus are available upon request.



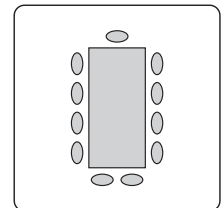
Theater



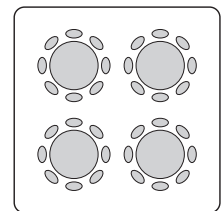
Classroom



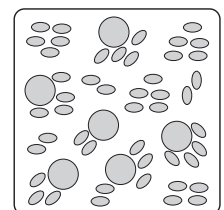
U-shape



Boardroom



Banquet



Reception



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