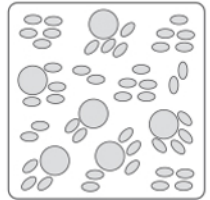
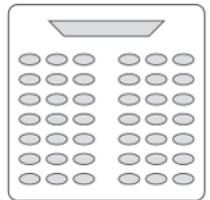


## Upgrade to Oxford Suites

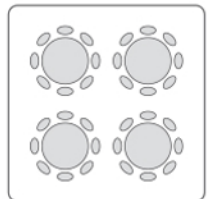
Oxford Suites Portland offers a total of 2,250 square feet of meeting space to accommodate business meetings, conferences, holiday parties, reunions, weddings and other functions. State of the art A/V equipment and catering are available upon request.



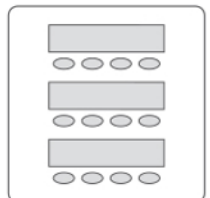
RECEPTION



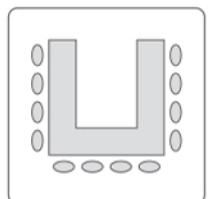
THEATER



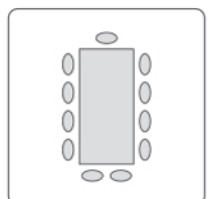
BANQUET



CLASSROOM



U-SHAPED



BOARDROOM

### Town Meeting (1,150 sq. ft.)

<b>Reception</b>	up to 64 people
<b>Theater</b>	up to 100 people
<b>Banquet</b>	up to 64 people
<b>Classroom</b>	up to 48 people
<b>U-Shape</b>	up to 36 people
<b>Boardroom</b>	up to 32 people

Town Meeting has two entrances and features a presentation white board enclosed in a mahogany cabinet at each end of the room. Town Meeting also includes a wet bar.

### Executive Boardroom (900 sq. ft.)

<b>Boardroom</b>	up to 8 people
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Executive Boardroom features a full kitchen and private restroom.

### Coho Boardroom (200 sq. ft.)

<b>Boardroom</b>	up to 12 people
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Coho Boardroom features a ceiling mounted screen, wet bar and private restroom.

### Audio/Visual Equipment Available

- Podium
- TV
- Flip Chart Easel / Paper
- Microphone
- Speaker
- Conference Phone with Wireless Microphones
- LCD Projector

Oxford Suites will gladly assist with rental arrangements for any additional audio/visual equipment.

### 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.