

Rooms Available for Use.

Meeting Room A: 7-10 Person Conference room

- Conference Table with 7-10 wheeled executive chairs
- 60" Flat Panel Television with HDMI, VGA, auxiliary audio jack computer cables
- Conference Phone
- White Board and Dry Erase Markers
- 3M Post-It Easel Pad
- Cable Television Programming

Meeting Room B: 3-5 Person Meeting Room

- Small, round table with 3-5 guest chairs
- Hanging artwork
- Networked Phone with Speaker

Windowed Guest Office

- L-shaped desk with 1 executive chair and two guest chairs
- Networked Phone with Speaker
- Hanging artwork

All rooms have Wi-Fi and/or Ethernet cables to access the internet.

Hours of Use and Rates.

	During Business Hours Monday-Friday		Before/ After Business Hours Monday-Friday		Weekend Saturday & Sunday	
	Standard Hourly/Daily	Preferred° Hourly/Daily	Standard Hourly/Daily	Preferred° Hourly/Daily	Standard Hourly/Daily	Preferred° Hourly/Daily
Meeting Room A	\$35/\$250	\$25/\$150	\$45/\$320	\$25/\$150	\$50/\$355	\$25/\$150
Meeting Room B	\$35/\$250	\$25/\$150	\$45/\$320	\$25/\$150	\$50/\$355	\$25/\$150
Guest Office	\$35/\$250	\$25/\$150	\$45/\$320	\$25/\$150	\$50/\$355	\$25/\$150
Special Events	By Quote					

°To receive preferred rates you must be a YSOS licensee, or you must have previously reserved 16 hours in YSOS meeting solutions at the standard rate.

*Standard Weekend Reservations must be at least three (3) hours long.

Reservations that are **eight (8) consecutive hours long** qualify for the **daily rate**.

Special Events are those events with more than **ten (10) guests** expected, not including the host. These events are subject to a \$70.00 refundable deposit.

Room Reservation.

Reservations can be made by phone, email, or the "[Meeting Solutions](#)" page of the YSOS website. Non-YSOS Licensees must pay at the time of your reservation. Payment can be made by check, credit card, or cash. All those reserving space must abide by the Rules and Regulations linked on the "[Meeting Solutions](#)" page of the YSOS website.

Reservation Cancellation.

Reservations may not be canceled within two (2) days of the reservation date and time. In the event that a cancellation is made within (2) business days of your reservation, the host will be charged the full amount of the reservation. If the host reschedules that reservation within two weeks of the initial reservation date, the fees paid for the initial reservation will be applied to the rescheduled reservation.

Food and Beverages.

Food and beverages are allowed in all of the meeting solutions. Catering is welcomed and can be arranged with the YSOS Staff. When having a meeting with food outside of business hours, you must remove all trash containing food and food containers from the facility.