

EXECUTIVE SUITES CONFERENCE ROOMS

When trying to decide where to host your next business meeting or event, choose Executive Suites; conveniently located in downtown's Duluth Technology Village, 11 E. Superior St. We have six separate conference rooms with seating available for up to 22 people.

Reservations can be made by simply visiting our web-site at www.alproperties.com. Once there, click on **Executive Suites** and then click on **RENT A CONFERENCE ROOM**. On this site you will be able to check availability of conference rooms, schedule and cancel meeting times, and make payment arrangements.

Please note that to ensure date, time, and room preference, conference rooms should be booked as far in advance as possible. If a conference room is needed within less than one day's notice, please book online and then notify the Executive Suites front desk at (218) 625-2200; esfrontdesk@aldev.com.

Parking is easily accessible at the Tech Village parking ramp found on 1st Street, between 1st Ave. E. and Lake Ave.

CONFERENCE ROOMS

Conference rooms are available twenty-four/seven. Executive Suites services are available Mon-Fri 8 a.m. - 5 p.m.

LESTER RIVER ROOM - 1st Floor

The Lester River Room is a meeting space ideal for small conferences. This room can comfortably seat eight to ten people and provides access to a mounted dry erase board and small counter space.

SPLIT ROCK ROOM - 2nd Floor

The Split Rock Room is a meeting space for medium-sized conferences. This room comfortably seats up to twelve people; with two tables each seating six. This room also has the capability to be closed off into two separate rooms, making it ideal for group-think sessions and/or luncheons. There is also a dry erase board available.

NORTH SHORE ROOM - 2nd Floor

The North Shore Room is a small meeting space providing seating for up to six people. This room is ideal for small conferences.

EDMUND FITZGERALD ROOM - 3rd Floor

The Edmund Fitzgerald Room is a meeting space also ideal for small conferences, comfortably seating eight to ten people. A mounted dry erase board, counter space, cupboards, and a sink are accessible.

GITCHEE GUMEE ROOM - 3rd Floor

The Gitchee Gumee Room is the perfect option for large meetings. This windowed room can seat up to twenty - two people. (Chairs may be set-up along the side of the room to provide additional seating). Counter space is also available.

ST. LOUIS RIVER ROOM - 5th Floor

The St. Louis River Room is a medium sized meeting space. This tasteful room seats up to ten people. A mounted dry erase board and counter space are also available.

FEES

Conference Rooms	\$30/hr
Flipcharts	\$15/hr
Easels	\$15/hr
Photocopying Services	\$18/hr
Plus copy charge of:	
B/W - per page	\$0.10
Color - per page	\$1.00
Coffee/ per carafe	\$15.00
Internet Access	\$30/hr

ADDITIONAL SERVICES OFFERED

*Internet access is available in the Gitchee Gumee Conference room.
*Advanced notice is required if internet access is needed.
*Rental service is available for audio/visual equipment.

CATERING

Outside catering may be brought into any of the conference rooms. The client is responsible for all ordering, set-up, and removal of catered items and trash.

*If further assistance is needed with your reservation, please contact Executive Suites front desk .

Executive Suites

Phone: (218) 625-2200 Fax: (218) 625-2201 E-Mail: esfrontdesk@aldev.com 11 East Superior Street, Suite 540, Duluth, MN 55802