

Conference Rooms

<u>LOCATION</u>	<u>CAPACITY</u>	<u>DESCRIPTION</u>	<u>CONTACT</u>	<u>NOTES</u>
Room 406 4th Floor - County Admin. Building	8	Conference table	Kay, Sharon or Leon 534-6422 / 6450 / 6434	Located between Comm. offices & Board Conf. Rm.
Room 407 (Board Conference Room) 4th Floor - County Admin. Building	15 +	Conference table (seats 15) Additional chairs around room Recording equipment PowerPoint ready/screen	Carol, Donna, Diane or Chris 534-6444	E-mail request preferred Kitchen access
Room 413 (Multi-Purpose Room) 4th Floor - County Admin. Building	60	Tables, chairs, screen Whiteboard Recording equipment PowerPoint ready/screen	Carol, Donna, Diane or Chris 534-6444	E-mail request preferred Needs to be set up Kitchen access
Room 475 (Admin. Conference Room) 4th Floor - County Admin. Building	12 to 15	Conference table Whiteboard	Carol, Donna, Diane or Chris 534-6444	E-mail request preferred Kitchen access
Law Library 4th Floor - County Admin. Building	12	Conference table	County Attorney's Office 534-6420	
Room 341 (Finance Conference Room) 3rd Floor - County Admin. Building	15	Conference table Eraseboard	Carol Allen 534-5924	Kitchen access
Employee Lounge 3rd Floor - County Admin. Building		Tables & Chairs	Diane Pannebaker 534-6444	Set up & restore room
Growth Management Conference Room 221-A 2nd Floor - County Admin. Building	8	Conference table	Land Development - 6792 OR Outlook Calendar under: "GM221A"	Prefer to book in Outlook with Meeting Request
Growth Management Conference Rm. 2nd Floor - County Admin. Building	20	Conference table	Land Development -6792 OR Outlook Calendar under: "GMConferenceRoom"	Prefer to book in Outlook with Meeting Request
Growth Management Library 2nd Floor - County Admin. Building	12	Conference table	Land Development - 6792 OR Outlook Calendar under: "GMLibrary"	Prefer to book in Outlook with Meeting Request

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Training Room 2nd Floor - County Admin. Building	40	Tables Chairs, Whiteboard	OED 534-6034	Kitchenette
Public Works Conference Room 2nd Floor - County Admin. Building	10	Conference table Eraseboard, Screen, VCR/DVD	Cindy Swearengin 534-6417	Kitchenette
Room 139 1st Floor - County Admin. Building	14	Conference table Whiteboard	Maxine Hunter - 534-6700 Yvonne Moshier - 534-6713	
Boardroom 1st Floor - County Admin. Building	175	Audio/Visual	Carol, Donna, Diane or Chris 534-6444	CALL Communications Office for setup
Utilities Customer Service Conf. Rm. Room No. 062 State Road 540, Winter Haven, FL	14	Tables, Chairs	Amy Newton 298-4178 Debbie Cox 298-4199 Erica Sparks - 298-4143 Jan Rogers - 298-4142 Larry Willey - 298-4239	Limited kitchen access
Utilities Development Conference Rm. Room No. 055 State Road 540, Winter Haven, FL	8	Tables, Chairs	Amy Newton 298-4178 Debbie Cox 298-4199 Erica Sparks - 298-4143 Jan Rogers - 298-4142 Larry Willey - 298-4239	Limited kitchen access
Utilities Large Conference Room Room No. 063 State Road 540, Winter Haven, FL	100	Tables, Chairs	Amy Newton 298-4178 Debbie Cox 298-4199 Erica Sparks - 298-4143 Jan Rogers - 298-4142 Larry Willey - 298-4239	Set up & restore room
Natural Resources Conference Room 4177 Ben Durrance Road Bartow Airbase, Bartow, FL	65	Tables, Chairs, Projector & Screen	Deborah Curtis - 534-7377 Marisol Flores - 534-7377	Set up & restore room Kitchen access

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Solid Waste Conference Room 10 Environmental Loop Winter Haven, FL	70	Tables, Chairs, Screen and Overhead projector	Brooks Stayer 284-4319	Kitchen available, coffee makers, cups, etc. NO STYROFOAM
Solid Waste - Small Conference Room 10 Environmental Loop Winter Haven, FL	10 to 12	Tables, Chairs	Brooks Stayer 284-4319	Kitchen in building
Emergency Medical Svcs. Conf. Rm Bartow Airbase, Bartow, FL	10 to 12	Tables, Chairs, Eraserboard	Cheryl Jefferson 519-7402	
Bob Crawford Agriculture Center 605 E. Main Street, Bartow, FL	60	Tables, Chairs, Screen	Mary - 519-8466 (M-W) Holly- 519-8466 (M-F)	Kitchen access Set up room
Bartow Multipurpose Room			Elderly Services 534-5321	NOT available during the daytime
1926 Courtroom 2nd Floor, Historical Museum Bartow, FL		Tables, Chairs	Joe Spann 534-4380	Call in advance, registra- tion must be approved. Set up & Restore room
Colonial Bank, Broadway Ave., Bartow 3rd Floor Community Room	60	Tables, Chairs	Pam Purdue Mitchell 533-3171 or 519-2115	
Cooperative Extension Services 1702 Highway 17 South, Bartow			Virginia or Janice 519-8677, extension 0	Kitchen Access Set up & Restore room Set up & Restore room Set up & Restore room
Clover Room	20 to 30	Tables, Chairs		
Valencia Room	40 to 50	Tables, Chairs, screen		
South Auditorium	75 to 100	Tables, Chairs, can be divided		
Conference Room	12 to 16	Conference table		
Stuart Center	300	Tables, Chairs, stage, sound system, full kitchen		Set up Room