



**Carlisle Inn**

Peace & Comfort

SUGARCREEK

1357 Old Route 39  
Sugar creek, Ohio 44681  
Phone 330 852 2586  
1 855-411-2275

www.dhgroup.com

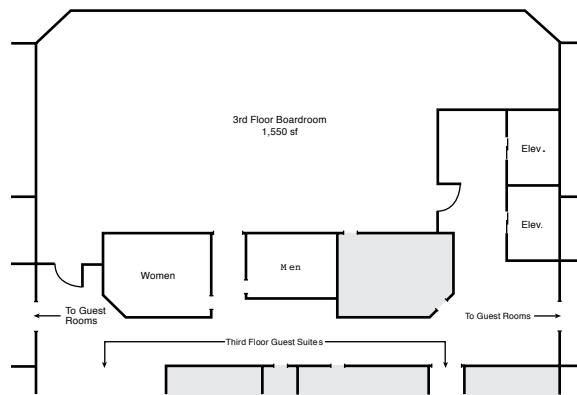
INN HOURS  
Open all year

# Meeting Rooms & Rentals

SUGARCREEK

Carlisle Inn offers excellent facilities for groups in a scenic country oasis on the outskirts of Sugar creek, Ohio. We accommodate groups up to 300 and offer plenty of parking and no-step entrances for easy access. The main conference room can be divided into two or three separate meeting spaces, each supplied with its own audio visual and sound equipment. We also offer a Board Room that accommodates up to 100 people in theatre-style seating.

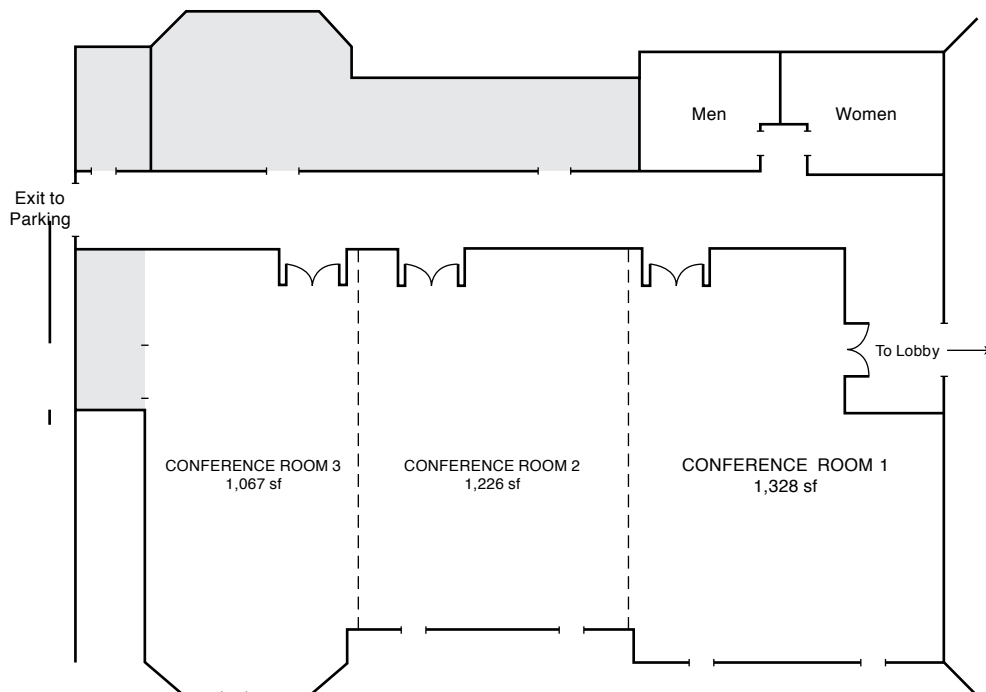
## Room Floor Plans



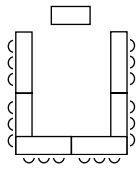
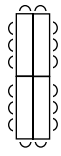
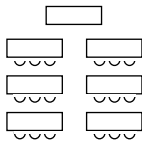
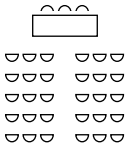
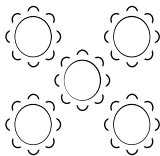
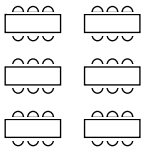
Both our Board Room and lower level conference rooms are versatile spaces.

Chairs and tables may be arranged to suit your needs and rentals are available for one or multiple rooms. Please refer to the following page for pricing and room configurations.

Please specify your desired room arrangement when booking your event.



## Seating Capacity

Room Configurations	 U-formation	 Conference	 Classroom-style	 Theater-style	 Round Tables	 Banquet-style
	U-formation	Conference	Classroom-style	Theater-style	Round Tables	Banquet-style
Board Room	28	48	40	100	50	80
Room 1	24	40	40	90	50	80
Room 2	32	48	48	90	60	72
Room 3	20	32	32	70	40	56
All 3 Rooms	—	120	120	300	180	208

## Pricing, Terms & Guidelines

### Conference Center

- Room 1** Half day \$150, full day \$250
- Room 2** Half day \$200, full day \$300
- Room 3** Half day \$150, full day \$200
- Entire Center, all 3 rooms**  
Half day \$475, full day \$725

### Board Room

Half day \$200, full day \$300  
 Located on the third floor.  
 We do not offer dining in this room.

### Terms

Half day is 2-4 hours  
 Full day is 5+ hours  
 For half day rates, the rental begins and/or ends at 1pm.  
 Carlisle Inn offers a 50% discount off meeting room rates to groups renting 10 or more guest rooms

### Rentals Include

- Unlimited coffee, tea, water service
- For Meetings Only:*
- White linens on straight tables
- Pen and paper for each attendee
- Wrapped candies on meeting tables
- Prior to meetings each morning and during scheduled breaks the room will be refreshed
- Carlisle Inn Conference Center and board room have state of the art audio visual equipment and sound systems:
- Podium with microphone
- Additional Microphones *lapel, stand, wireless handheld*
- Ceiling mounted AV projector *CD, DVD, VHS*
- Ceiling-mounted large screen
- Sound system *CD and cassette*
- Laptop hook-up for presentation
- Flip chart with markers
- Electronic keyboard

### Additional Items Available:

- Round Tables with linens \$15.00 *each*
- Round Tables no linens \$14.00 *each*
- Stage, 4' x 4' sections \$5.00 *each*
- Dance Floor, 3' x 3' sections \$2.00 *each*
- LCD Projector use, \$25.00
- Punch Fountain \$25.00

### Guidelines

We strive to keep our facility safe and our building, furnishings, and equipment clean. The following guidelines help insure that our guests find the type of environment and experience they are looking for... again and again.

No open candles are permitted. All candles must be enclosed in glass globes.

Your DJ may use their own sound system with the understanding that the volume be kept at a reasonable level—out of respect for other hotel guests.

Use of tape, tacks, nails, etc. is not permitted on the walls, woodwork, or pillars of our conference center.

No confetti is permitted. There will be a \$100.00 cleaning fee assessed if confetti is used in our meeting room or conference center.

No bubbles are permitted.