

LAKE ERIE CENTER USE POLICIES

LEC Room Reservations

The Lake Erie Center has several different spaces that may be reserved for meetings, presentations, and classes.

1. Room 153, a classroom or meeting space that is ideal for groups of 10 to 25.
2. Room 155, the large classroom that is often used for meetings of 25 to 50 people but can hold up to 80+ people depending on chair/table setup.
3. The Conference room for smaller groups/classes of up to 8-10 people.
4. The LEC lobby for presentations, gatherings, and/or meals can comfortably seat 40+ people.
5. The LEC patio for up to 15 people for outdoor enjoyment.

For individual events such as meetings and press conferences there is a reservation and setup fee of \$50 for a half day (up to 3 hours) and \$100 for a full day (3 – 8 hours). Additional fees may apply if complicated or customized setups are required. Multiple days and/or multiple room reservations will bill assessed on an individual basis.

Occasionally, evening and weekend events may be permitted but will require an additional fee to compensate a LEC employee that is required to be in attendance.