



West Metro Fire Rescue Training & Event Center

3535 S. Kipling Street, Lakewood, Colorado 80235

Meeting/Classrooms For Rent

All of our meeting/classrooms are equipped with ceiling mounted projector, retractable screen, laptop, lavalier microphone(s), overhead speakers, and white board(s).

Classrooms are typically set up in the classroom style (tables & chairs). Special arrangements for a different set up can be arranged and may require additional cost for set-up and reset.

TC-1



Tiered Classroom (TC-1)

The tiered classroom comfortably seats up to 50 participants.
Maximum seats for this room is 50
Approx. Sq. Ft. 1650

- ★ Tables are not removable in this room except on the tiled floor.

TC-2



Classroom 2 (TC-2)

This classroom comfortably seats up to 32 participants.
Maximum seats for this room is 42
Approx. Sq. Ft. 800

- ★ The room can be set up into various configurations (Pods/Conference Style, Hollow Square)

TC-3



Classroom 3 (TC-3)

This classroom comfortably seats up to 32 participants.
Maximum seats for this room is 42
Approx. Sq. Ft. 800

- ★ The room can be set up into various configurations (Pods/Conference Style, Hollow Square)

TC-4



Classroom 4 (TC-4)

This classroom comfortably seats up to 32 participants.
Maximum seats for this room is 42
Approx. Sq. Ft. 800

- ★ The room can be set up into various configurations (Pods/Conference Style, Hollow Square)

2 rooms combined



Combine 2 Classrooms

Two (2) classrooms combined comfortably seats up to 68 participants.
Maximum seats: 80.
Sq. Ft. 2000

- ★The room can be set up into various configurations (Pods/Conference Style, Hollow Square, or U-Shaped)

3 rooms combined



Combine 3 Classrooms

Three (3) classrooms combined comfortably seats up to 96 participants.
Maximum seats for this room is 120
Sq. Ft. 3000

- ★The room can be set up into various configurations (Pods/Conference Style, Hollow Square, or U-Shaped)

TC 5



Classroom 5 (TC-5) – **NOT TYPICALLY AVAILABLE FOR RENT**

This classroom comfortably seats up to 22 participants.
Maximum seats for this room is 30
Sq. Ft. 1100

- ★This room has an actual ambulance in it for educational purposes
- ★This room is also equipped with Polycom equipment for video conferencing or webinars.

- ★The room can only be configured in classroom style

TC 6



Classroom 6 (TC-6) - **NOT TYPICALLY AVAILABLE FOR RENT**

This classroom comfortably seats up to 42 participants.
Maximum seats for this room is 50
Sq. Ft. 1150

- ★ This room contains fire props
- ★The room can be set up into various configurations (Pods/Conference Style, Hollow Square)

LCR

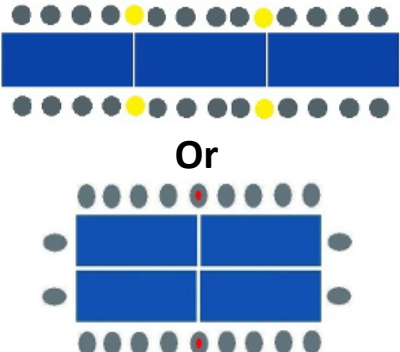
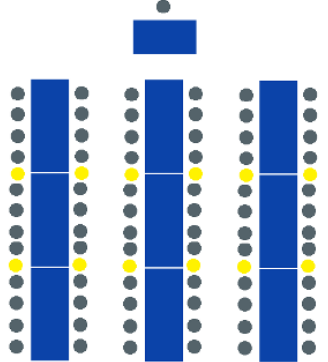
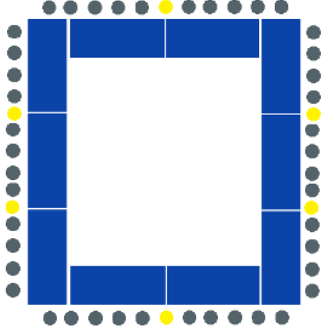
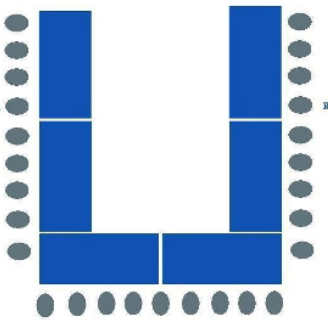


Lobby Conference Room (LCR)

This Conference room comfortably seats 8 participants.
Maximum seats for this room is 10
Sq. Ft. 210

This room has a flat screen TV that can be used with your laptop, to project your screen. White boards. Portable Polycom, for conference calls.

West Metro Fire Rescue Training & Event Center Classroom / Meeting Room Set Up Options

Set Up Style	Details	Visual
<p>Pod or Conference Style</p>	<p>If aligning 5 foot banquet tables end to end, adding 2 chairs for each table on each side. (See picture to right) This can only be done if space is limited.</p>	
<p>Classic Banquet Style</p>	<p>The table placement consists of long rows of rectangle banquet tables with seats on both sides.</p> <p>The setup allows for a head table to be placed at the front of the room, like shown in the illustration.</p>	
<p>Hollow Square</p>	<p>This set up is much like conference style, except the inside of the square is hollow.</p>	
<p>U Shaped Setup</p>	<p>The U shaped setup works well for presentations where there will be interaction between the guests, and the speaker. This set allows guests and speaker to interact.</p>	
<p>Herringbone "Fishbone" Style</p>	<p>Herringbone style setup allows for most guests to be comfortable while facing the speaker. The tables are turned at an angle toward the head/speaker's table.</p> <p>It is recommended to place 2 chairs on 1 side per table. Chairs can be placed on both sides of the tables (<i>as shown</i>).</p>	