








BANQUET, RECEPTION, AND ADDITIONAL BREAKOUT SPACE IS AVAILABLE WITHIN THE BUILDING.

Meeting YOUR SPECIFICATIONS

With a variety of shapes and sizes, our meeting areas provide the flexibility needed to accommodate any type of event. Offering more than 17,000 square feet of conference space, the Conference Center at Waltham Woods showcases 15 distinctive meeting rooms for up to 700 guests. Additionally, our experienced meeting planners can help you decide on a space that fits your specifications and attendance, as well as arrange seating and room layout.

MEETING ROOMS	DIMENSIONS	SQUARE FEET	 THEATER	 CLASSROOM	 U-SHAPE	 H-SQUARE	 CONFERENCE	 PODS	 ROUNDS
AUDITORIUM*	70' DIAMETER	4,164	159	—	—	—	—	—	—
PERCY WADMAN*	54' X 42'	1,930	108	60	30	34	28	48	98
BERKSHIRE*	46' X 31'	1,426	100	50	28	32	28	36	77
CHARLES RIVER**	35' X 17'	595	30	16	20	20	20	—	21
BARNSTABLE**	16' X 13'	220	—	—	—	—	8	—	—
BACK BAY**	18' X 29'	508	—	—	—	—	16	—	—
BEACON HILL*	46' X 29'	1,366	70	46	26	32	28	36	63
THE FENWAY*	57' X 33'	1,888	113	72	40	48	40	48	91
ESSEX NORTH**	24' X 15'	360	—	—	—	—	12	—	—
COMMONS DINING	89' X 35'	3,185	—	—	—	—	—	—	192

**Built-in equipment includes sound amplification, computer projection, VCR, and audio-recording capability. **Portable equipment provided upon request.*