



Industry Associated Meeting Room Request (For MCC Rooms Only)

Meeting rooms at the Minneapolis Convention Center may only be rented for dates/times approved by PEAK Management. Please complete the meeting rooms request form and an PEAK representative will contact you.

If you require more than one room or more than one time slot, please complete an additional request.

Meeting Room Rental Fee: \$250 per room, per event (***AV equipment & catering NOT included***)

All fields marked with * are required.

Contact Information

Company Name: _____

Contact: _____

Phone: _____ **Email:** _____

Meeting Details

***Purpose of Meeting:** _____

***Attendance:** _____ ***Meeting Date:** _____ ***Start Time:** _____ ***End Time:** _____

***Food Service Needed:** Yes No

***Stage:** Yes No

***Podium:** Yes No

Podium Type: Table Standing

***Screen Needed:** Yes No

***Projector Needed:** Yes No

***Microphone:** Podium Wireless Lavalier Handheld None

***Seating Preference:** Theater Classroom U-Shape Hollow Square Roundtables Conference

Payment

**Meeting room rental fee will be charges immediately; any remaining balance for AV charges will be applied to the cc on file after the completion of PEAK 2024 - a receipt will be emailed.*

Total Amount: \$ _____

Credit Card #: _____

Name on card: _____

Billing Address (if different than above):

Expiration Date: _____ **CVV Security Code:** _____

Signature: _____ **Date:** _____

Return this form to:

EMAIL:

tsorenson@midwestpoultry.com