



SAMUEL MERRITT
UNIVERSITY

Health Education Center

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(510) 869 – 6161

When you are responsible for planning a meeting or special event for your organization, finding the right location is often the biggest hurdle. That's because, if you're like most event planners, you have a long list of requirements.

At the Health Education Center, we fulfill all of these important requirements. Centrally located in the midst of Oakland's medical community, the Health Education Center is easy to reach from anywhere in the Bay Area. Parking in the area is inexpensive and abundant, and BART is nearby, so everyone in your group can arrive on time and with a minimum of stress.

Our room rental rates are extremely competitive with all local options, a fact that benefits every dollar –conscious organization. The variety of room sizes at the Health Education Center is also a plus.

We can accommodate any group from 10-350 in well-equipped, light, inviting rooms, where your guest will feel comfortable and at ease.



Best of all, our staff offers a level of professional, personal service that you probably haven't encountered for a very long time. Whether you are planning a small two-hour board meeting or a week-long conference that requires the use of the entire facility, sophisticated audiovisual support and special room set-ups, you'll find that our staff will help you to perfect every detail involved in making your event a grand success.

If this is your first introduction to the Health Education Center, we hope that you'll come by and visit. That way, you'll see why our clients come back again and again.

Consider the Health Education Center for your next:

- Off-site Meeting or Retreat
- Training Seminar
- Presentation
- Teleconference
- Business Development Seminar
- Sales Meeting
- Annual Meeting

In the meantime, please call us if you have any questions (510) 869 – 6161.

Right in the middle of Oakland, there is a conference center that offers more than thought possible!

- Relaxed, yet professional environment
- Hourly, half and full-day rates
- Uniquely beautiful auditorium designed for special presentations and performances
- Ample and convenient parking
- Rooms to accommodate groups from 1-350
- Videoconferencing capabilities of any size
- The kind of friendly, personal service that makes our clients come back again and again

ROOM	SQUARE FEET	ROOM WIDTH	ROOM LENGTH	ROOM HEIGHT	SEATING CAPACITY	STANDARD ROOM SETUP
ATRIUM	2125	25'	85'	12'	200	STANDING RECEPTION
BECHTEL ROOM	3626	49'	74'	12'	350	FLEXIBLE
FONTAINE AUDITORIUM		STAGE ONLY 12'	STAGE ONLY 33'	STAGE 13'3" FRONT 14'11" REAR 9'7"	250	THEATRE STYLE
HEC 103	828	23'	36'	12'	50	CLASSROOM
HEC 104	288	12'	24'	12'	14	CONFERENCE
HEC 105	828	23'	36'	12'	50	CLASSROOM
HEC 201	228	12'	19'	8'	10	CONFERENCE
HEC 311	1476	36'	41'	9'	70	CLASSROOM
HEC 312	1476	36'	41'	9'	70	CLASSROOM

ATRIUM:

If you are renting the Bechtel Room or Fontaine Auditorium, the Atrium may be used for registration and /or refreshment breaks.

SPECIAL ROOM SETUP:

We offer an array of standard room set-ups for you to choose from (please refer to 'Draft Layouts'). If these do not meet your specific event needs, customized room set-up requests may be considered for approval.

AUDIOVISUAL EQUIPMENT:

Our rooms are equipped with overhead projectors and wireless internet access at no extra charge. Other audiovisual equipment is available for a nominal rental fee (please see 'Audio Visual Equipment Price List').

MISCELLANEOUS EVENT EQUIPMENT ITEMS:

The following items are available for rental: coat rack, flip charts and stands, white erase board, a piano, and more.

Just discuss your needs with one of our Health Education Center Scheduling Coordinators.