Located on the top floor of a landmark building in midtown Manhattan, the Markle Conference Space is available on a daily or weekly basis. Minutes from Times Square, Broadway theaters, and Central Park, the Markle Conference Space is perfectly suited for board meetings and business gatherings. Nine large windows offer natural lighting and views of Rockefeller Plaza and St. Patrick’s Cathedral.

**Hours**
Monday through Friday, normal business hours.

**Conference Room Dimensions**

<table>
<thead>
<tr>
<th>Dimension</th>
<th>Measurement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Space:</td>
<td>2,000 square feet</td>
</tr>
<tr>
<td>Conference Room:</td>
<td>1,100 square feet</td>
</tr>
<tr>
<td>Lounge:</td>
<td>900 square feet</td>
</tr>
<tr>
<td>Conference Room Capacity:</td>
<td>35-40 people</td>
</tr>
<tr>
<td>Table Configurations:</td>
<td></td>
</tr>
<tr>
<td>Circular Table:</td>
<td>27 chairs</td>
</tr>
<tr>
<td>Oval Table:</td>
<td>16 chairs</td>
</tr>
<tr>
<td>Classroom Style:</td>
<td>30 chairs</td>
</tr>
</tbody>
</table>

Reception Area
Audio Visual Equipment

Audio-conferencing
High-Speed Internet Access
Large Projection Screen for Presentations Table
Table Microphones
Ceiling Speakers for Amplified Sound
Cable TV
CD and DVD Player
Electronic Blackout Window Shades
Desktop Podium, White Boards, & Easel Stands

Lounge

Suitable for break-out sessions, informal conversation, and distribution of promotional materials.
Wi-Fi hot spot.
Can be converted into a dining area by caterer.

Catering

A list of recommended caterers is available.

Pantry

Meal prep and clean-up area available for caterer’s use.

More Information & Reservations

For more information, please contact us at conferencespace@markle.org or 212-713-7640, or visit us at www.markle.org/conference-space.