**INNOVATION POINTE** is a high-tech business incubator managed by the Evansville Regional Economic Partnership. Located in the heart of Downtown Evansville, Innovation Pointe assists in the creation and growth of new business in the Evansville Region.

Clients at Innovation Pointe have access to countless amenities, including VOIP Communication System, fiber optic internet connection and access to experienced business consultants who can provide invaluable advice on topics ranging from business funding and development to creation of intellectual property.

Thank you for your support of the Evansville Regional Economic Partnership (E-REP). As a nonprofit organization, we welcome the use of our space to members and the community.



INNOVATION POINTE 318 MAIN ST., EVANSVILLE, IN 47708

innovationpointe.com | 812-423-2020 admin@evvregion.com

# 

## MEETING ROOM RENTAL GUIDE

In the heart of Downtown Evansville!

## INNOVATION POINTE AMENITIES

- Desktop Computer equipped with Microsoft Office Suite
- 75" TV screen with screen share from Desktop
- Wireless presentation clicker
- White boards, tack boards
- Meeting Owl Webcam
- Use of catering kitchen adjacent to Media Suite
- Outside catering may be brought into any meeting space

### SUPPORT SERVICES

#### **PRINTING SERVICES**

Printing services are available upon request. Contact E-REP at 812-423-2020 for pricing.

#### PARKING

Free 2-hour street parking is available or clients may use the parking garage at 3rd & Locust Sts., 1 block from Innovation Pointe.

## **RENTAL INFO:**

- Room reservations need to be made a minimum of 5 working days in advance of use date acknowledging acceptance of the rules, assuming responsibility for the room and the conduct of the group.
- Meeting Room Cancellation Policy: 24 Hours prior to date requested.
- User is responsible for all ordering, set-up and clean-up of catered items. Users must handle special-setups (other than traditional rectangular set-up) of the room (s) and the clean-up at the conclusion of the meetings.

NOTE: All information and pricing is subject to change at the discretion of E-REP.





#### **EXECUTIVE DINING ROOM**

CAPACITY 12 - 1st floor near mail delivery room

MEMBER PRICE		NON-MEMBER PRICE	
Half Day:	\$100	Half Day:	\$150
Full Day:	\$150	Full Day:	\$300

#### **MEDIA SUITE**

CAPACITY 45 - 1st floor across from CoWork Evansville

MEMBER PRICE Half Day:.....\$175 Full Day: .....\$350 NON-MEMBER PRICE Half Day: ...... \$450 Full Day: ...... \$700

#### 5TH FLOOR CONFERENCE ROOM CAPACITY 22 - Suite 501

CAPACITY 22 - Suite 501	
MEMBER PRICE	NON-MEN
Half Day:\$100	Half Day:
Full Day:\$200	Full Day:

#### NON-MEMBER PRICE Half Day: ......\$200 Full Day: ......\$400

#### **4TH FLOOR E-REP BOARD ROOM**

CAPACITY 40 to 50 MEMBER PRICE Half Day:.....\$200 Full Day:.....\$400

NON-MEMBER PRICE

#### 4TH FLOOR E-REP CONFERENCE ROOM A or B

CAPACITY 12 MEMBER PRICE Half Day:.....\$75 Full Day:.....\$150

NON-MEMBER PRICE

#### **POSEY COUNTY FRONT OFFICE**

CAPACITY 10 - 15 MEMBER PRICE Half Dav:.....\$50

Full Dav: .....\$75

NON-MEMBER PRICE Half Day: ...... \$100 Full Day: ..... \$150

#### **POSEY COUNTY CONFERENCE ROOM**

CAPACITY 6 - 8 MEMBER PRICE

MEMBER PRICENCHalf Day:.....\$50HaFull Day:.....\$75Fu

NON-MEMBER PRICE Half Day: ......\$100 Full Day: .....\$150

#### **POSEY COUNTY OFFICE + CONFERENCE ROOM**

CAPACITY 20 - 23 MEMBER PRICE Half Day:.....\$100 Full Day:.....\$175

NON-MEMBER PRICE Half Day: ...... \$200 Full Day: ...... \$275