



# Meetings, Trainings & Leadership Retreats

## *Built for Meetings That Matter*

Not a convention center. Not a downtown distraction.

At the Oregon Garden Resort, we provide a private, all-on-site setting thoughtfully designed for focused meetings and retreats. Our flexible meeting spaces support a range of layouts and accommodate up to 180 guests theater-style in our largest ballroom, making the resort especially well-suited for mid-size corporate, government, and association gatherings.

Whether you are planning a state training, corporate leadership retreat, nonprofit conference, or association workshop, our property offers the right balance of privacy, comfort, and professional meeting infrastructure.

## *Quick Facts*

103 Guest Rooms • 4,693 sq ft • Largest Meeting Room: 100 Classroom, 180 Theater  
Ideal for Groups of 20–125 • Complimentary Parking • 1 Hour from Portland • 25 Minutes from Salem  
Full-Service Catering • High-Speed WiFi • ADA Accessible Guest Rooms & Meeting Spaces  
Walkable access to the 80-acre Oregon Garden

## *Ideal For*

State Agency Trainings & Workshops • Corporate Leadership Off-sites • Board Retreats  
Association Gatherings • Nonprofit Conferences • Faith-based and Educational Retreats

Our team manages the details from initial inquiry through event execution, ensuring a seamless experience for planners and attendees alike.

# OREGON GARDEN RESORT

# Meeting Spaces & Technical Specifications



Our flexible meeting spaces accommodate a variety of configurations, including classroom, theater, boardroom, U-shape, and banquet layouts.



	Sq. Ft.	Dimensions	Ceiling Height	Theatre	Classroom	Rounds	U-Shape
Orchid Ballroom	3,240	79' x 41'	9'	180	100	125	65
Lotus Room	800	20'6" x 39'	9'	50	30	40	30
Trillium Room	653	33'6" x 19'6"	9'	40	21	32	20

## Technology & AV Support

- ▶ High-speed wireless internet
- ▶ Projection screens and presentation packages available
- ▶ Microphone options (lapel, handheld, podium)
- ▶ Hybrid meeting support available
- ▶ On-site coordination with AV providers

## Parking & Access

- ▶ Complimentary onsite parking
- ▶ Convenient load-in access for materials and equipment
- ▶ Ground-level meeting room access
- ▶ ADA-compliant public spaces

Efficient logistics and easy navigation help keep your meeting on schedule.

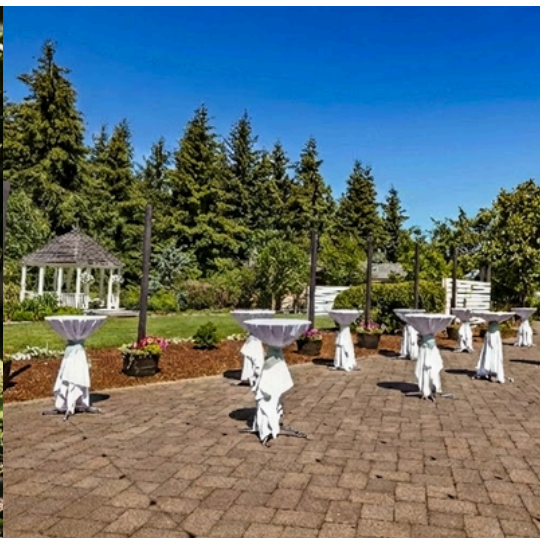
## Outdoor Event Space

Flexible outdoor space suitable for breakout sessions, receptions, and team gatherings for up to 125 guests.



# OREGON GARDEN RESORT

# Meeting Services & Onsite Amenities



## *Full-Service Catering*

Our culinary team provides flexible options designed for multi-day trainings, conferences, and retreats.

- ▶ Buffet and plated meal service
- ▶ Meeting break packages
- ▶ Continuous beverage service
- ▶ Dietary accommodations available
- ▶ Custom scheduling to support your agenda

Menus are thoughtfully designed to balance efficiency and quality.

## *Sample Meeting Package*

### *Framework*

Full-Day Meeting Package May Include:

- ▶ Dedicated meeting space
- ▶ Standard AV setup
- ▶ Continuous coffee service
- ▶ Chef's lunch buffet
- ▶ Afternoon refreshment break

Customized packages are available to align with your group size, objectives, and budget.

## *Onsite Amenities*

Take advantage of the property's natural setting to elevate your event.

- ▶ Outdoor reception spaces
- ▶ Fireside networking areas
- ▶ Garden access for breakout sessions or mental reset breaks
- ▶ On-site spa services for executive retreats
- ▶ Private dining experiences

With guestrooms, meeting space, dining, and amenities all located onsite, groups can stay on schedule and focused on their objectives.

## Plan Your Meeting at the Oregon Garden Resort

From inquiry to final billing, our experienced event team ensures clear communication and professional execution. Schedule a site visit or request a proposal today.

503-874-2509 • [events@oregongardenresort.com](mailto:events@oregongardenresort.com)