

Rizzo Conference Center Fact Sheet

Overview of the Center

The Rizzo Conference Center provides an elegant and comfortable environment along with the resources to allow guests to learn, socialize and relax in one self-contained residential executive conference facility. Throughout the Rizzo Center, guests have access to state-of-the-art instructional technology and expert technical & meeting support to provide the best possible learning environment.

Facilities

- ✓ 13,500 square feet of dedicated conference space.
- ✓ 6,500 square feet of multi-function conference space.
- ✓ Generous foyers and lounge areas for conference networking.
- ✓ Community break areas with continuous food and beverage service.
- ✓ Ergonomic seating in all conference space.
- ✓ Inclusive package pricing to simplify planning & budgeting.

Overnight Accommodations

- ✓ 120 rooms designed for the comfort and convenience of the business traveler
 - ✓ 23 guestrooms with two Queen sized beds in McLean Hall
 - ✓ 82 guestrooms with a Queen sized bed in McLean Hall
 - ✓ 11 ADA compliant guestrooms with a Queen sized bed in McLean Hall
 - ✓ 3 upgraded bedrooms with two queen-sized beds in the DuBose House.
 - ✓ 1 graciously appointed Suite with a Queen sized bed located in the DuBose House
- ✓ Personal voice mail and direct inward dial line for incoming calls, free local calls
- ✓ Desks with Ethernet and Analog Ports
- ✓ Leather recliners
- ✓ Large closet with iron and ironing board

Amenities

- ✓ 24-hour access to guest pantries stocked with snacks and non-alcoholic beverages
- ✓ 24-hour access to laundry room with complimentary detergent
- ✓ 24-hour access to self-serve Business Centers with meeting support supplies
- ✓ Complimentary copies of a wide variety of business publications

Transportation

- ✓ On property – a passenger golf cart is available to shuttle guests to and from the parking lot or between buildings
- ✓ Around town - Van shuttle service within a 5-mile radius is available to individual registered guests at no charge, arranged through the front desk
- ✓ From the airport – Guests coming to the Rizzo Center from RDU International Airport have a number of options. They may rent a car at the airport, utilize one of the airport taxis or contact one of the local transportation companies to arrange shuttle service ahead of time. Two local transportation services are University Taxi Cab (phone 919-928-9000) and Capital Style Limousine (phone 919-460-1230). We also recommend using SuperShuttle; arrangements can be made on the web at www.supershuttle.com. For more information about ground transportation available from the airport, visit the RDU Website at www.rdu.com.

Recreation

- ✓ Health club offering Pacific Fitness weight training equipment, Schwinn upright & recumbent bikes, Precor treadmills & elliptical cross-training cardio equipment. 42" television monitors, infrared listening headphones & independent sound system. Open daily from 6am to 11pm.
- ✓ Full size lighted basketball court.
- ✓ Free-form seasonal outdoor pool and sun deck.
- ✓ Onsite formal gardens for a casual pre or post-conference stroll.
- ✓ Jogging paths surrounded by natural wooded area.
- ✓ Bike rental is available at the front desk; call for current rates.
- ✓ Finley Golf Course located minutes from the facility, offers world class golf designed by Tom Fazio.
- ✓ Hiking, tennis, boating, and fishing trips that can be arranged for your conferees within minutes from the center.
- ✓ Triangle Training Center located nearby offers custom ropes course and team building activities.

Lodging

Guestrooms in McLean Hall

- ✓ Rooms with single or double queen beds, desk with laptop port and expandable work surface, leather recliner with a reading lamp, and divided light windows.
- ✓ Personal voice mail and direct inward dial line for incoming calls, allows guests to receive calls without having to go through the switchboard as well as gives them the ability to check voicemail from any location.
- ✓ Free local and 800 calls from all guestrooms and house phones.
- ✓ Large closet with iron and ironing board to accommodate extended stay guests.
- ✓ Spacious, well-lit bathroom with hairdryer and Bath and Body Works® brand toiletries.
- ✓ Evening turndown service for all guests.

Upgraded Guestrooms in the DuBose House

- ✓ 3 spacious bedrooms each with two queen-sized beds, two of which have a gas log fireplace. These three guestrooms are located off a shared sitting room on the 3rd floor of this Georgian Revival Home.
- ✓ 1 graciously appointed suite with a queen-sized bed located on the 2nd floor of the home that boasts a gas log fireplace in both the bedroom and sitting room.
- ✓ All of the rooms in the DuBose House offer all of the standard amenities found in McLean Hall.

Food and Beverage Services

Conferee Dining

- ✓ Conferee dining on the ground floor of the elegant DuBose House. The original dining room, sitting room, library and porch have each been renovated to accommodate dining while still preserving the flavor and style of the Georgian Revival period. The original fireplaces, woodwork and molding have been restored to create a dining experience that allows attendees to feel right at home.
- ✓ Private and group dining rooms, cozy lounge areas, fireplaces and sumptuous food provide an exceptional dining experience for attendees. The chef has written a series of menus with light and hearty selections at every meal designed to tempt a wide variety of appetites. This isn't your typical conferee dining experience!
- ✓ Our continuous break service offers guests a wide variety of choices for both food and drink throughout the day. Every dietary request is provided for with our plentiful assortment of tempting treats and healthy snacks. Break kiosks are located convenient to your classroom and are available throughout the day.

After Hours

- ✓ The congenial atmosphere of the UNC-themed Sports Bar creates a favorite space to meet for beverages, light fare and after-hours networking and relaxation. Enjoy some camaraderie, drinks and snacks after a business meeting.

Outdoor Dining

- ✓ The seasonal outdoor pool, deck area and pool house are unique venues for receptions and private group functions as well as for individual guests to enjoy during their stay. Either the pool house or pergola patio area can be a perfect spot for an outdoor barbecue, family-style opening dinner or heavy hors d'oeuvres reception. Conferee dining with a twist!
- ✓ The Rizzo Center boasts seasonal gardens and manicured grounds for alternative dining agendas, recreation or studying and relaxing.
- ✓ Outdoor covered plaza with seating for up to 50 at the rear of Loudermilk Hall.

Meeting Services

- ✓ Personal Conference Planner to assist with the planning of all aspects of your conference.
- ✓ Conference Concierge located in the lobby of Loudermilk Hall West to assist conference guests and planners with meeting support, recreational arrangements, communications etc.
- ✓ Conference Floor Manager and staff to welcome and orient your instructor and offer hands-on assistance throughout the day.
- ✓ On site Audiovisual Technician to assist your staff in maximizing the superior technology available at The Rizzo Center.
- ✓ Business Centers located in both Loudermilk and McLean Halls to provide you with all the tools you need to efficiently operate your "office away from the office".

Meeting Packages

At the Rizzo Conference Center, we are truly excited about the opportunity of hosting your event. We feel conferences are an investment in your business and your people. The Complete Meeting Package (CMP) and Day Meeting Package (DMP) have been designed to ensure that everything you need to run a successful meeting is included in one complete and convenient package.

The Rizzo Center has been certified by the International Association of Conference Centers as having met its strict guidelines for a true conference center. We have the knowledge and experience that allow you to focus on your meeting's agenda knowing that your attendees are in our capable hands.

We are certain the benefits of the facility design, classroom amenities and the meeting package will ensure focus is on the learning process versus the logistics and budgeting concerns that often accompany planning a meeting. Let us do the planning for your successful event!

CMP - Complete Meeting Package

Our CMP includes the following at a single package price per person, for every 24 hours you are at the Rizzo Conference Center beginning with your guests' arrival & check-in continuing through the end of the meeting the following day.

- ✓ Comfortable, well-appointed guestrooms designed with the executive in mind.
- ✓ Conference space including general session and breakout rooms based on group size.
- ✓ Conferee dining with elaborate buffet selections for breakfast, lunch and dinner. Full beverage service also available.
- ✓ Continuous break service including snacks and beverages.
- ✓ Advanced Audio Visual presentation equipment.
- ✓ Conference concierge available to assist with meeting support services.
- ✓ Business Center with self-serve complimentary fax and copy services.
- ✓ Classroom amenities – bottled water, pads, pencil, candy and meeting supply kits.
- ✓ Service gratuities.
- ✓ On-site recreation and fitness facilities.
- ✓ Personal conference consultant.

DMP - Day Meeting Package

Our DMP offers the convenience of packaging conference services with selected meals, and is designed for guests that do not require overnight lodging. The package price would be applicable for each scheduled meeting day on a per person basis.

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