

## Audio-Visual Equipment

*With 25 guaranteed attendees,  
select one of the below A/V items.*

*26 - 50 guaranteed attendees, select  
two of the below A/V items.*

*51+ guaranteed attendees, select  
three of the below A/V items.*

\* **Projection Package**  
(Projector, Projector stand, power  
cords and 8' screen)

\* **Flipchart Package**  
(Flipchart easel, pad, markers)

\* **Whiteboard Package**  
(Easel, 2' x 3' whiteboard and  
markers)

\* **Tripod (Signage) Easel**

\* **6' or 8' Tripod Screen**

\* **Podium Microphone Package**  
(Podium with wired hand held  
microphone and 4 channel mixer)

\* **Wireless Microphone Package**  
(1 wireless hand held or lavalier  
microphone with 4-channel mixer)

\*Basic Wifi

## Embassy Suites by Hilton

### Seattle North Lynnwood

- Newly Renovated 240 two room guest suites ·
- Over 13,000 sq. ft. of flexible meeting/banquet facilities accommodating up to 450 people ·
- Complimentary Parking ·
- On Site Business Center ·
- Hilton Point Honors: 1 point for every \$1 spend not included the tax or service charge (as long they have a Hilton's Honor number) ·

#### Meeting Packages

*Packages include one meeting room set to your requirements · Clean up · Guest tables and chairs · Linens · China · Glassware · Silverware · Note pads · Pens · Hard candies · Iced water · Stage for your presenter · Table and/or podium for your presenter · Registration table(s) · Table(s) for materials, awards, etc. · Professional banquet staff*

20610 44TH Ave West  
Lynnwood, WA. 98036

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## Meeting Packages



**EMBASSY  
SUITES**  
by HILTON™

[www.embassysuiteslynnwood.com](http://www.embassysuiteslynnwood.com)



### *Simplified Meetings*

*Maximum 25 attendees*

#### **Continental Breakfast**

Assorted Breakfast Breads  
Assorted Fruit Juices  
Freshly Brewed Coffee  
Decaffeinated Coffee/Teas

#### **Morning Break**

Refresh of Coffee/Decaffeinated Coffee/Teas

#### **Lunch**

Taco Bar or Deli Bar

#### **Afternoon Break**

Fresh Baked Cookies  
Assorted Soft Drinks

**\$60 per person**

**\*Includes (1) AV item**



### *Professional Meeting Package*

*Minimum 20 attendees*

#### **Continental Breakfast**

Assorted Low-Fat Yogurts  
Granola with Fresh Berries  
Assorted Breakfast Breads  
Assorted Fruit Juices  
Freshly Brewed Coffee/Decaffeinated  
Coffee/Teas

#### **Morning Break**

Refresh of Coffee/Decaffeinated Coffee/Teas

#### **Lunch**

Three-Course Served Meal

#### **Afternoon Break**

Fresh Baked Cookies, House Made Potato  
Chips and Dips, Assorted Soft Drinks  
Refresh of Coffee/Decaffeinated Coffee/Teas  
**\$75 per person**

**(Lunch Buffet additional \$5 per person)  
(Starbucks Coffee additional \$4 per person)**

## *Executive Meeting Package*

Whole Fresh Fruit and Ice Cold  
Bottled Water at Each Setting

#### **Continental Breakfast**

Whole-Wheat Bagels  
Cream Cheese  
Assorted Low-Fat Yogurts  
Granola with Fresh Berries  
Steel Cut Oatmeal  
Scrambled Eggs  
Assorted Fruit Juices  
Freshly Brewed Starbucks  
Coffee/Decaffeinated Coffee/Teas

#### **Morning Break**

Seasonal Berry Lemonade  
Assorted Soft Drinks  
Refresh of Starbucks  
Coffee/Decaffeinated Coffee/Teas

#### **Lunch**

Choice of Buffet or Three-Course  
Served Meal  
Coffee/Lemonade/Iced Tea

#### **Afternoon Break**

Assorted Chips and Brownies  
Sliced Fresh Fruit with Dip  
Assorted Soft Drinks  
Refresh of Starbucks  
Coffee/Decaffeinated Coffee/Teas

**\$110 per person**

*Minimum 30 attendees*

Prices are subject to 22.5%  
banquet event charge and current  
sales tax

### **1/2 Day Simplified Meeting Package** **\$50 per person**

- Choice of Morning or Afternoon Break

Add Lunch:

- Three-Course Served Meal \$55 per person
- Buffet Taco Bar or Deli Bar \$60 per person

Packages are subject to availability.  
All Menus and Prices are subject to change.  
All Prices are subject to 22.5% banquet  
event charge and current sales tax.

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