Room Layouts

THEATRE STYLE
Rows of chairs (no tables) arranged with all participants facing towards the front of the room. This setup generally has a centre aisle for ease of delegates.

- Used for product launches, presentations, displays
- Used to present to large numbers of delegates
- Allows for optimal room occupancy

CLASSROOM STYLE
Rows of tables arranged with all participants facing towards the front of the room.

- Used to present to small to medium groups
- Delegates (in ones or twos) have own workspace
- Ideal for testing and individual training

HERRINGBONE / CHEVRON STYLE

- As Classroom or Boardroom Style
- Seating is angled towards centre of the room
- Allows more discussion than ordinary classroom layout

BOARDROOM STYLE
Multiple rectangular tables arranged together in the centre of the room to create a single large table space.

- Classic layout ideal for debate and discussion
- Popular for smaller meetings

BANQUETING STYLE
Standard round tables neatly arranged throughout the room. Participants are seated around the entire perimeter of each table.

- Flexible layout to requirements
- Dance floor (if required) in central area
- Used mostly for weddings and evening entertainment
RECEPTION / BUFFET STYLE
Rectangular tables placed at edge of the room for food/drinks table. Additional smaller cocktail tables may also be arranged throughout the room for guests to place their drinks.

- Ideal for informal occasions
- Allows maximum capacity
- Allows discussion for groups or one-to-one

CABARET STYLE
Standard round tables neatly arranged throughout the room. Participants are seated around 50-70% of each table: no-one has their back to the presenter.

- All delegates facing front-centre on round tables
- Large space in the middle of the room
- Ideal for presentations that involve small-group work

U-SHAPE / HORSESHOE STYLE
Multiple rectangular tables arranged in a large U with open space in the middle. Participants are seated around the outside facing towards the centre of the U.

- Good for training sessions
- Square layout conducive to discussion
- Presentation space in the middle of the room

To make a conference booking or for more information, please contact our Groups Desk on 0500 10 3000 or email groupconference@choicehotels.com