



CONFERENCE AND MEETING PLANNER

Accommodation

Total Bedrooms	=	34
Total Beds	=	133

Buchanan Lodge:



Exterior Buchanan Lodge



Interior Room Buchanan Lodge

26 rooms, 101 beds:

- Modern dormitory style rooms
- 24 rooms with 2 single bunks (4 beds total per room)
- 1 room with 1 single bunk (2 beds total)
- 1 room with 1 single bunk + 1 single bed (3 beds total)
- In room sink and mirror
- Shared bathrooms
- Laundry facilities available within Lodge
- High Speed Internet connections in each room

Dormitory



Exterior Dormitory



Interior Room Dormitory

8 rooms, 32 beds:

- Dormitory style rooms, open concept style
- 8 rooms with 2 single bunks (4 beds total per room)
- Shared bathrooms
- Views of Bamfield Inlet
- Common meeting and games room

**2008 PACKAGE COST
Conference Package**

Valid September 1, 2007 – September 1, 2008 *	
Single Occupancy **	\$199
Double Occupancy **	\$149
Triple Occupancy	\$129
Quadruple Occupancy	\$120

*25% discount for Member University groups

**Limited Availability

- Rates are quoted per person per night
- Includes accommodation (Linens provided, beds must be made by guests)
- Includes breakfast, lunch and dinner
- Includes morning and afternoon breaks
 - With juice water, coffee, tea and snack (muffins, scones or cookies)
 - Afternoon break includes juice and water, coffee tea
- Includes conference and meeting room rentals (minimum 25 people, contact Conference Coordinator for a quote for smaller group sizes)
 - Use of audio/visual equipment included
- Does not include applicable taxes
- Some restrictions apply

Conference and Meeting Facilities

The following prices are day use rates for use of the Rix Conference Centre. These rates are applicable to groups who are not staying on-site at BMSC but wish to use the conference facilities.



Rix Centre Exterior



Grand Hall Interior



Rix Seminar Room

	Size	Capacity	Full Day *	Half Day *
Grand Hall	2045 Sq. ft.	140 people	\$600.00	\$350.00
Large Conference Room	2530 Sq. ft.	140 people	\$600.00	\$350.00
Medium Conference Room	1690 Sq. ft.	70 people	\$400.00	\$250.00
Small Conference Room	845 Sq. ft.	40 people	\$300.00	\$200.00
Seminar Room		10 people	\$100.00	\$75.00
Kitchen Facility (no staff)			\$100.00	\$75.00
Entire Upper floor		150 people	\$1200.00	\$700.00
Kitchen staff (if required) - \$16.00/hour				
Security/First Aid staff - \$18.00/hour **				

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**Security/First Aid attendant required while using conference facilities. A qualified conference participant can fill this requirement or a BMSC staff member can be hired at the hourly rate listed. The half day rate is available for bookings of 4 hours or less.



Large Conference Room



Small Conference Room

- A variety of supplies, equipment and services are available for use by all conference guests to be used in the conference and seminar room (included in conference room cost).
 - TV/VCR/DVD
 - Overhead and LCD Projector
 - Projector Screen
 - PA System (Grand Hall only)
 - Flip Charts
 - White Board

Food and Beverage Facilities

- The dining room will seat up to 130 persons in a cafeteria style setting
- Meals are served cafeteria style
- Lunches and dinners include a buffet style salad bar.

Additional Food	
Cheese Tray with crackers (serves 20-25 people)	\$65.00
Meat tray	\$65.00
Vegetable Tray	\$50.00

An ice water station will be provided with all Meetings and Conferences at no charge.

Please contact the Conference Coordinator for other food related requests and quotes.

All prices listed do not include applicable taxes

Additional activities, labs and tours to compliment your conference are happily available upon request. Please inquire with the conference coordinator.

Contact Information

Kevin McEwan
 Conference Coordinator
 100 Pachena Road
 Bamfield, BC
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