

HILTON CONFERENCE CENTER & SPA AT SHORT PUMP



Meeting Space & Banquet Rooms

191 Town Center West Blvd.
Richmond, VA 23233
United States (USA)

Room Name	L x W x H (Feet)	Size (Sq. Feet)	Banquet 5'/6'	Crescent	Classroom	Hollow Square	U-Shape	Boardroom	Convention 8'/10'	Theater	Reception	Registration
Capital Ballroom	84 x 124 x 18	10332	795/795	--	680	--	--	--	--/--	1000	--	--
† Capital A	21 x 31 x 18	651	50/50	--	40	--	--	--	--/--	65	--	--
† Capital B	21 x 32 x 18	672	50/50	--	40	--	--	--	--/--	65	--	--
† Capital C	21 x 31 x 18	651	50/50	--	40	--	--	--	--/--	65	--	--
† Capital D	21 x 31 x 18	651	50/50	--	40	--	--	--	--/--	65	--	--
† Capital E	31 x 84 x 18	2604	200/200	--	170	--	--	--	--/--	270	--	--
† Capital F	31 x 84 x 18	2604	200/200	--	170	--	--	--	--/--	270	--	--
† Capital G	31 x 84 x 18	2520	190/190	--	160	--	--	--	--/--	265	--	--
Henrico Ballroom	26 x 49 x 12	1274	90/90	--	85	--	--	--	--/--	130	--	--
† Henrico A	26 x 20 x 12	520	40/40	--	35	--	--	--	--/--	55	--	--
† Henrico B	26 x 29 x 12	754	50/50	--	50	--	--	--	--/--	75	--	--
Barron's Boardroom	25 x 16 x 12	400	--/--	--	--	--	--	16	--/--	--	--	--
Short Pump Meeting Room	35 x 26 x 12	910	70/70	--	60	--	--	--	--/--	90	--	--

† Section Room

Convention (trade show) capacity shown is the max number of booths. All other room type capacity shown is the max number of people.

Capital Ballroom

Room Type: Ballroom
Length: 84 Feet
Width: 124 Feet
Ceiling: 18 Feet
Total Size: 10332 Sq. Feet
Floor Level: 1

Power Outlets: 25+
Columns: 8
Windows: 0
Natural Light?: No
Any Obstructions? No
Built In Screens? Yes
Built In Stage? No
Built In A/V Equip? No

Amenities Available

- Coffee/Tea Setup
- Food/Beverage
- Projection Equipment
- TV/VCR/DVD
- WIFI Internet
- Podium
- LAN Internet
- Microphone
- Teleconferencing
- White Board
- Video Conference
- Flip Chart
- Air Conditioning
- Computer Rentals
- Simultaneous Interpretation
- Sound System

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Capital A

Room Type:	Ballroom Section	Power Outlets:	12	Amenities Available
Length:	21 Feet	Columns:	2	● Coffee/Tea Setup
Width:	31 Feet	Windows:	0	● Food/Beverage
Ceiling:	18 Feet	Natural Light?:	No	● Projection Equipment
Total Size:	651 Sq. Feet	Any Obstructions?	No	● TV/VCR/DVD
Floor Level:	1	Built In Screens?	Yes	● WIFI Internet
		Built In Stage?	No	● Podium
		Built In A/V Equip?	No	● LAN Internet
				● Microphone
				● Teleconferencing
				● White Board
				● Video Conference
				● Flip Chart
				● Air Conditioning
				● Computer Rentals
				● Simultaneous Interpretation
				● Sound System

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Capital B

Room Type:	Ballroom Section	Power Outlets:	10	Amenities Available
Length:	21 Feet	Columns:	2	● Coffee/Tea Setup
Width:	32 Feet	Windows:	0	● Food/Beverage
Ceiling:	18 Feet	Natural Light?:	No	● Projection Equipment
Total Size:	672 Sq. Feet	Any Obstructions?:	No	● TV/VCR/DVD
Floor Level:	1	Built In Screens?:	Yes	● WIFI Internet
		Built In Stage?:	No	● Podium
		Built In A/V Equip?:	No	● LAN Internet
				● Microphone
				● Teleconferencing
				● White Board
				● Video Conference
				● Flip Chart
				● Air Conditioning
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				● Simultaneous Interpretation
				● Sound System

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Capital C

Room Type: Ballroom Section	Power Outlets: 10	Amenities Available
Length: 21 Feet	Columns: 2	● Coffee/Tea Setup
Width: 31 Feet	Windows: 0	● Food/Beverage
Ceiling: 18 Feet	Natural Light?: No	● Projection Equipment
Total Size: 651 Sq. Feet	Any Obstructions? No	● TV/VCR/DVD
Floor Level: 1	Built In Screens? Yes	● WIFI Internet
	Built In Stage? No	● Podium
	Built In A/V Equip? No	● LAN Internet
		● Microphone
		● Teleconferencing
		● White Board
		● Video Conference
		● Flip Chart
		● Air Conditioning
		● Computer Rentals
		● Simultaneous Interpretation
		● Sound System

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Capital D

Room Type: Ballroom Section	Power Outlets: 10	Amenities Available
Length: 21 Feet	Columns: 2	● Coffee/Tea Setup
Width: 31 Feet	Windows: 0	● Food/Beverage
Ceiling: 18 Feet	Natural Light?: No	● Projection Equipment
Total Size: 651 Sq. Feet	Any Obstructions? No	● TV/VCR/DVD
Floor Level: 1	Built In Screens? Yes	● WIFI Internet
	Built In Stage? No	● Podium
	Built In A/V Equip? No	● LAN Internet
		● Microphone
		● Teleconferencing
		● White Board
		● Video Conference
		● Flip Chart
		● Air Conditioning
		● Computer Rentals
		● Simultaneous Interpretation
		● Sound System

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Capital E

Room Type:	Ballroom Section	Power Outlets:	20	Amenities Available
Length:	31 Feet	Columns:	20	● Coffee/Tea Setup
Width:	84 Feet	Windows:	0	● Food/Beverage
Ceiling:	18 Feet	Natural Light?:	No	● Projection Equipment
Total Size:	2604 Sq. Feet	Any Obstructions?	No	● TV/VCR/DVD
Floor Level:	1	Built In Screens?	Yes	● WIFI Internet
		Built In Stage?	No	● Podium
		Built In A/V Equip?	No	● LAN Internet
				● Microphone
				● Teleconferencing
				● White Board
				● Video Conference
				● Flip Chart
				● Air Conditioning
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				● Simultaneous Interpretation
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Capital F

Room Type: Ballroom Section	Power Outlets: 20	Amenities Available
Length: 31 Feet	Columns: 4	● Coffee/Tea Setup
Width: 84 Feet	Windows: 0	● Food/Beverage
Ceiling: 18 Feet	Natural Light?: No	● Projection Equipment
Total Size: 2604 Sq. Feet	Any Obstructions? No	● TV/VCR/DVD
Floor Level: 1	Built In Screens? Yes	● WIFI Internet
	Built In Stage? No	● Podium
	Built In A/V Equip? No	● LAN Internet
		● Microphone
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Capital G

Room Type:	Ballroom Section	Power Outlets:	15	Amenities Available
Length:	31 Feet	Columns:	3	● Coffee/Tea Setup
Width:	84 Feet	Windows:	0	● Food/Beverage
Ceiling:	18 Feet	Natural Light?:	No	● Projection Equipment
Total Size:	2520 Sq. Feet	Any Obstructions?	No	● TV/VCR/DVD
Floor Level:	1	Built In Screens?	Yes	● WIFI Internet
		Built In Stage?	No	● Podium
		Built In A/V Equip?	No	● LAN Internet
				● Microphone
				● Teleconferencing
				● White Board
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Henrico Ballroom

Room Type:	Ballroom	Power Outlets:	20
Length:	26 Feet	Columns:	7
Width:	49 Feet	Windows:	4
Ceiling:	12 Feet	Natural Light?:	Yes
Total Size:	1274 Sq. Feet	Any Obstructions?:	No
Floor Level:	1	Built In Screens?:	No
		Built In Stage?:	No
		Built In A/V Equip?:	No

Amenities Available

- Coffee/Tea Setup
- Food/Beverage
- Projection Equipment
- TV/VCR/DVD
- WIFI Internet
- Podium
- LAN Internet
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Henrico A

Room Type: Ballroom Section
Length: 26 Feet
Width: 20 Feet
Ceiling: 12 Feet
Total Size: 520 Sq. Feet
Floor Level: 1

Power Outlets: 8
Columns: 2
Windows: 2
Natural Light?: Yes
Any Obstructions? No
Built In Screens? No
Built In Stage? No
Built In A/V Equip? No

Amenities Available

- Coffee/Tea Setup
- Food/Beverage
- Projection Equipment
- TV/VCR/DVD
- WIFI Internet
- Podium
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Henrico B

Room Type: Ballroom Section	Power Outlets: 10	Amenities Available
Length: 26 Feet	Columns: 2	● Coffee/Tea Setup
Width: 29 Feet	Windows: 2	● Food/Beverage
Ceiling: 12 Feet	Natural Light?: Yes	● Projection Equipment
Total Size: 754 Sq. Feet	Any Obstructions? No	● TV/VCR/DVD
Floor Level: 1	Built In Screens? No	● WIFI Internet
	Built In Stage? No	● Podium
	Built In A/V Equip? No	● LAN Internet
		● Microphone
		● Teleconferencing
		● White Board
		● Video Conference
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Barron's Boardroom

Room Type: Boardroom
Length: 25 Feet
Width: 16 Feet
Ceiling: 12 Feet
Total Size: 400 Sq. Feet
Floor Level: 1

Power Outlets: 10
Columns: 1
Windows: 1
Natural Light?: Yes
Any Obstructions? No
Built In Screens? No
Built In Stage? No
Built In A/V Equip? No

Amenities Available

- Coffee/Tea Setup
- Food/Beverage
- Projection Equipment
- TV/VCR/DVD
- WIFI Internet
- Podium
- LAN Internet
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Short Pump Meeting Room

Room Type: General Meeting Room
Length: 35 Feet
Width: 26 Feet
Ceiling: 12 Feet
Total Size: 910 Sq. Feet
Floor Level: 1

Power Outlets: 10
Columns: 2
Windows: 2
Natural Light?: Yes
Any Obstructions? No
Built In Screens? No
Built In Stage? No
Built In A/V Equip? No

Amenities Available

- Coffee/Tea Setup
- Food/Beverage
- Projection Equipment
- TV/VCR/DVD
- WIFI Internet
- Podium
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