

Concord Hilton

(925) 827-2000
1970 Diamond Boulevard
Concord, CA 94520

Considerations for Archives Workshop

- Room Rate
- Late check out
- Comped rooms
- Coffee
- Meal Discounts at Hotel Restaurant
- Catering Cost for Saturday Banquet (Estimate 75-120 People)
- F&B Minimum
- Ice Cream Social
- Parking Spaces
- Ability to have a limited lunch business meeting on Saturday (5-10 people)
- Shuttle to Airport/BART
- Free Wi-fi

Workshop Rooms

1. Main Room (Meetings, large workshop, banquet) 240 people Theater - 75 Banquet Style
2. Second Meeting Room (small workshop, Ice Cream Social) 65 people Banquet Style
3. Archives Display Room (must lock, small room is acceptable) 10-15 tables
4. Hospitality Room (small room with tables, must be near coffee or have coffee available)
5. Registration/Information/Coffee Area

Hotel Rooms

- Block Size

- Rate for Double/King
- Ability to add rooms if available to the block rate as we move closer to the event
- Wednesday night too?

Rooms

- Golden Gate Ballroom - C and D
- Park Rooms - All