

The
Townsend
Hotel
Capacity Chart =
actual/social distancing

Event Space	Sq. Ft.	Length	Width	Banquet	Classroom	Conference	U-Shape	Theater	Reception
The Clancy Room	1875			70/42	N/A	25/15	N/A	64/38	150/90
The Townsend Ballroom	4920	49'10"	98'9"	400/192	300/162	90/54	70/42	360/216	500/300
Salon I	1212	49'10"	24'4"	80/36	70/32	40/22	40/22	120/72	100/60
Salon II	1162	49'10"	23'4"	80/36	70/32	40/22	40/22	120/72	100/60
Salon III	1120	49'10"	24'6"	80/36	70/32	40/22	40/22	120/72	100/60
Salon IV	1216	49'10"	24'5"	80/36	70/32	40/22	40/22	120/72	100/60
Salon I & II	2391	49'10"	48'0"	180/108	130/64	55/28	55/30	180/108	200/120
Salon II & III	2462	49'10"	45'5"	130/78	130/64	55/28	55/30	180/108	200/120
Salon III & IV	2450	49'10"	49'2"	130/78	130/64	55/28	55/30	180/108	200/120
Salon I, II & III	3691	49'10"	74'1"	180/108	180/90	70/36	70/42	240/140	300/180
Salon II, III & IV	3695	49'10"	74'2"	180/108	180/90	70/36	70/42	240/140	300/180
Regency Room	2700	84'7"	34'6"	180/108	110/66	50/14	35/15	250/150	350/210
Hunter Boardroom	569	28'7"	19'11"	16/8	N/A	16/8	N/A	N/A	16/8
Woodward Boardroom	569	28'7"	19'11"	16/8	N/A	16/8	N/A	N/A	16/8

60" Banquet
Round - 4 per
72" Banquet
Round - 6 per
8' table - 2 per
table
6' table - 1 per
table