



HOOD RIVER HOTEL **MEETING GUIDE**

www.HoodRiverHotel.com

WELCOME,

PLANNERS

The Hood River Hotel is the perfect spot for your next corporate meeting or private event. We're in the thick of downtown Hood River, close to year round outdoor beauty & adventure, and conveniently located near public transport. We offer a versatile event space and also options to buyout the entire property.



Our versatile Emerald Room offers 2,500 sq. ft. of memory making, including a private entrance, restrooms, wet bar, large open floorplan and audio equipment. Small unique break out room options available.



MISSION

THE STANCE WE TAKE IN THE CROWD.

WE ARE COMMITTED TO MAKING
MEMORIES OUT OF EVERY
GUEST EXPERIENCE.

·THE HISTORIC·
HOOD RIVER
EST. HOTEL 1912

WHAT YOU CAN EXPECT FROM US



PROFESSIONALISM

As a professional, we will get the job done – and done well. Our team will produce results that exceed expectations and support transparency and communication throughout the process.



QUALITY

We take pride in producing your perfect event and creating a positive experience for you during this process. We will strive for your loyalty and satisfaction so that you will keep coming back to your hotel. .



TIMELINESS

Our clients seek information to reduce uncertainty about future outcomes. Our goal is to communicate promptly with your requests via text messages, emails, phone calls, video calls, or in person.

EMERALD ROOM

DETAILS

Whatever happens to be on your agenda, this special place has everything you need to make your big event one to remember. Specializing in weddings, business retreats, corporate meetings, family gatherings, and celebrations, our sales team is seasoned experts in cultivating a unique, one-of-a-kind Hood River Hotel experience.



01 THE SPACE

Our versatile Emerald Room offers 2,500 sq. ft. of memory making, including a private entrance, restrooms, wet bar, dance floor, and audio equipment.

02 CAPACITY

Capacity varies based on setup, but we can accommodate up to 120 for seated dinner or 200 for standing reception in our Emerald Room event space.

03 HOTEL ROOM RATES

Our rates range by nature of event and season. Please contact our team at sales@hoodriverhotel.com for availability and pricing.



HR HOTEL



EMERALD ROOM

CORPORATE RATES

01 FULL DAY RATES
\$1,000.00

02 HALF DAY RATES
\$500.00

03 MULTIPLE DAY RATES
2-3 DAYS
\$700.00 A DAY

04 WEEK LONG RATES - SUNDAY - THURSDAY
\$2,500.00

05 MONTHLY MEETING - 2 DAYS
1 MEETING EACH MONTH FOR A YEAR
\$10,000.00 PER YEAR

06 ANNUAL CONTRACTS 2-3 YEARS
2 DAY SPACE PER MONTH
\$7,200.00 PER YEAR

COMMUNICATION

Contact Details

✉ sales@hoodriverhotel.com

☎ 541-386-1900

🌐 www.hoodriverhotel.com

Office Hours

📅 M - F 9:00am - 5:00pm PST

Response Time

🕒 24 - 48 hours except weekends

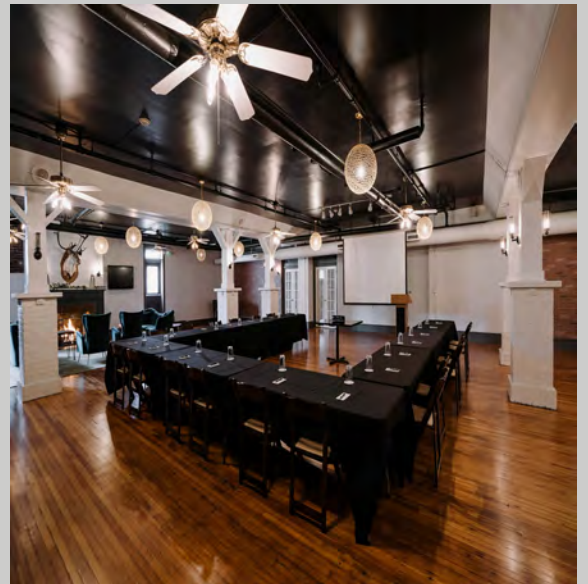
WHAT WE NEED FROM YOU

CLIENT CHECKLIST

This portion can contain the list of things you'll need from your client, in the form of bullet points or a short, descriptive paragraph. Adding graphic elements can also give detail and depth to a text-heavy document.

checklist

- How many people are in your party?
- What are your dates & meeting times?
- What is your seating plan preference?
- What are your audio visual needs?
- Your complete billing information



DO YOU NEED HOTEL ROOMS?

IF YES, HOW MANY ROOMS AND WHAT TYPES OF ROOMS?

HOW DO YOU WANT TO PAY?

WE HAVE DIRECT BILL OPTIONS OR CREDIT CARD AUTHORIZATION FORMS

ANY SPECIAL REQUESTS?

LET US KNOW IF YOU HAVE ANY SPECIAL REQUESTS

LOCAL OPTIONS FOR CATERING

APPLE VALLEY BBQ

4956 Baseline Dr,
Mt Hood, OR 97041
541-352-3554
applevalleybbq.com

AHI'S OHANA CATERNG

1115 Hull Street
Hood River, Oregon 97031
541.399.1299
<https://ahicatering.wixsite.com/>

BUSY BEE CATERING

68951 E Fairway Ave,
Welches, OR 97067
503-622-6743
busybeecatering.com

BODA'S CATERING

404 Oak Street
Hood River, OR 97031
541-386-9876
bodaskitchen.com

CELILO CATERING

16 Oak St
Hood River, OR 97031
541-386-5710
celilorestaurant.com

COBBLESTONE CATERING

1400 US Hwy. 197
The Dalles, OR
541-467-2262
www.cobblestonecatering.net

FOUR & TWENTY BLACKBIRDS

Hood River, Oregon
www.fourandtwentyblackbirds.me
970-379-4121

FOUR C'S CATERING

414 Washington St.
The Dalles, OR, OR 97058
541-993-1704

FRESHIES BAGELS & JUICE

13 Oak Street
Hood River, OR 97031
541-386-2123
www.freshiesbagelsandjuice.com

JULIAN'S CATERING

Hood River, Oregon
520-227-9149
www.julianscateringthegorge.com

SOLSTICE WOOD FIRE CAFE

501 Portway Ave,
Hood River, OR 97031
541-436-0800
<http://solsticewoodfirecafe.com>

TAMALE BOY

1764 NE Dekum St.
Portland, OR 97211
503-206-8022
www.tamaleboy.com

FREQUENTLY ASKED QUESTIONS

WHAT TYPE OF A/V EQUIPMENT DO YOU OFFER?

We have two large Bluetooth speakers, microphones, an ASUS Bluetooth Projector that projects on our large 6"x6" white roll down screen. Free WiFi.

WHAT IS YOUR CATERING POLICY?

We have an open catering policy, we have a few amazing breakfast/brunch spots just walking distance from the hotel!

CAN COFFEE/TEE AND WATER SERVICE BE PROVIDED?

We do have drip coffee and tea options available, pricing varies depending on the size of your group

DOES THE EMERALD ROOM HAVE ANY SPACES FOR BREAKOUTS?

The bunkhouse located on the same level as the Emerald Room can be added for an extra \$350 full day, \$150 half day. This gives you access to a separate room for breakout groups, a small kitchen area, extra unisex bathrooms, and a lounge area for your employees. You can also book one of our suites for a breakout room (price varies based on your dates).