

# SPARK

BY HIGHWOODS PROPERTIES

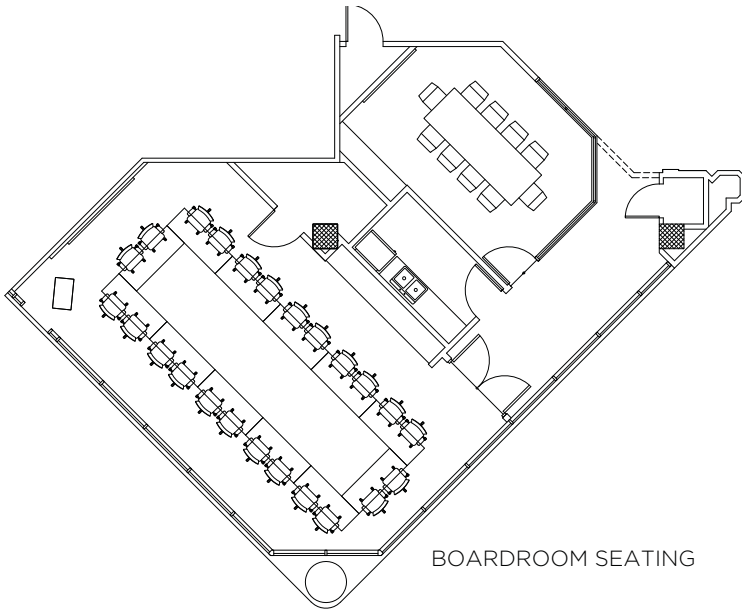


## RENTAL COSTS AND INFORMATION

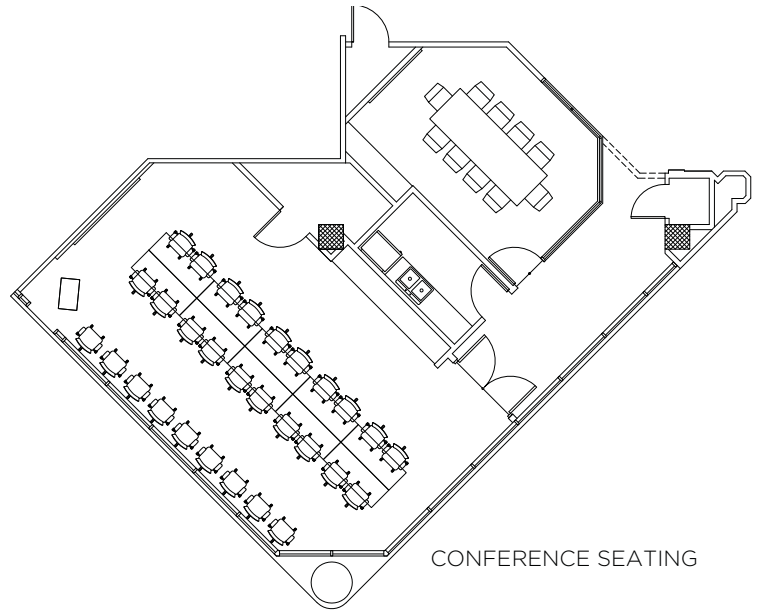
- Located at Meridian Two, Suite 150
- Monday - Friday 7am - 6pm
- Full Day Rental / Pricing
  - \$100 Conference Room (10 Seater)
  - \$200 Training Room (32 person max)
  - Rooms may be scheduled 3 months in advance
  - Rooms may be reserved for 3 consecutive days only
  - 48-hour cancellation policy
  - No half day rental
- Training room features the ability for multiple meeting set-up configurations
- Catering kitchen by reservation | first come, first served
- Reserve via HiWeb-Servicelink
- Comprehensive A/V Connectivity includes:
  - 80" TV training room, 55" TV conference room
  - HDMI and ClickShare connectivity
  - High speed wi-fi
  - White board with markers
  - Dedicated phone line

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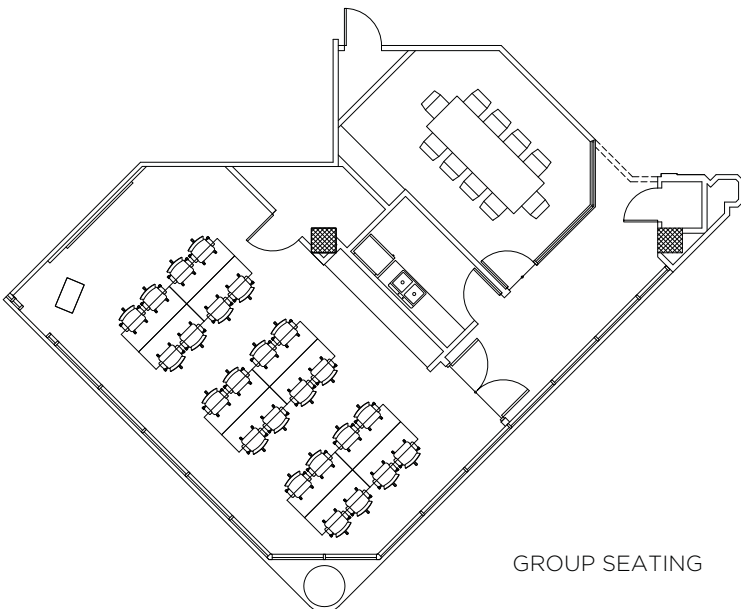
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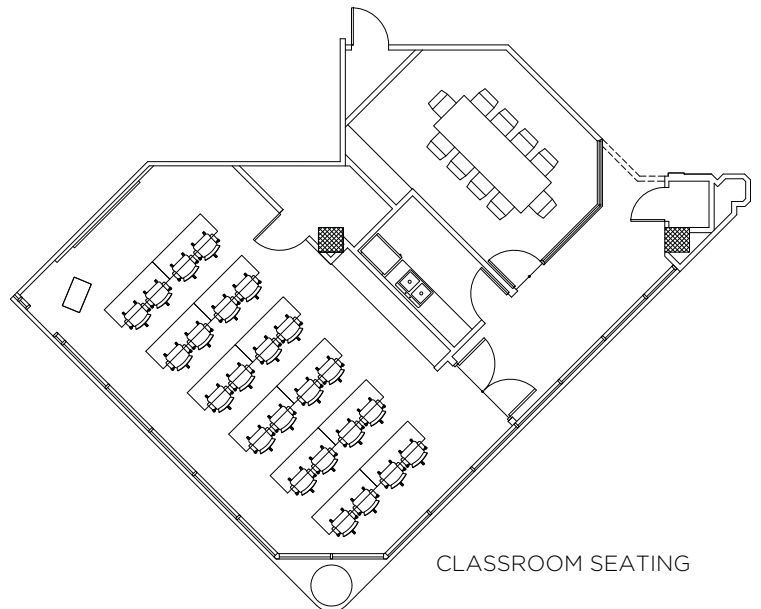
BOARDROOM SEATING



CONFERENCE SEATING



GROUP SEATING



CLASSROOM SEATING

## CLICKSHARE

- Insert the "Button" into your laptop
- On your laptop, browse to the ClickShare drive and start the ClickShare application: ClickShare\_for\_Windows or ClickShare\_for\_Mac
- Wait until the LEDs of the "Button" are static white, then click the "Button" to show your screen on the display
- The LEDs on the "Button" will now be red
- Click again to remove your screen from the display
- At the end of your meeting, please return the "Button" to the cabinet

