



a host facility for workshops, retreats, trainings, and conferences

The Sisters of St. Joseph of Carondelet

"In creating this space, we wanted it to take on the feeling of our spirituality. There is a sense of hospitality and welcome here that comes out of our concern for the 'dear neighbor' and the way we choose to share our lives. It is filled with homey warmth that is evident in the way we do things for each other."

- Chris Ludwig, CSJ

ROOM RATES

ROOM	<5hours	5-8hours	8+hours
G1	\$125	\$250	\$300
G11	\$100	\$200	\$250
G6	\$100	\$200	\$250
Dining Room	\$175	\$350	\$400
101	\$100	\$200	\$250
102	\$50	\$100	\$150
105	\$100	\$200	\$250
200A	\$100	\$200	\$250
200B	\$50	\$100	\$150
Apt 3 LR, DR	250/day		

Guest Rooms: 28 beds total in 11 rooms
\$40/night for a single.
\$35/night/person for a shared room.

to book an event please call: 651.696.2741 or email:
carondeletevents@csjstpaul.org



THE CARONDELET DIFFERENCE.

A center that provides a quiet place of rest, prayer and reflection for individuals and groups on a retreat and as a conference center for small to mid-sized groups. 11 conference rooms comfortably accommodate 10-250 people. Our center has beautiful outdoor gardens in the backyard and we are located near walking paths along the Mississippi River.

STANDARD POLICIES at a glance

- Reservations are taken up to 12 months in advance.
- Some events may require a 25% deposit - which is refundable up to 21 days in advance of the event.
- Cancellations must be made at least 48 hours before your event - if proper notice is not given, you will be charged for the event in its entirety.
- All food and beverage must be provided by the Carondelet Center. **No outside food may be brought into the Center.**
- Menu selections must be selected and guaranteed at least 48 hours before your event.
- All food prices are per person unless noted on the menu.
- The Carondelet Center does not have storage space for outside groups using the facilities.
- All food, beverage, and equipment is taxed at 7.625%. Lodging is taxed at 10.625%.
- The center reserves the right to change the room assigned to your group if need be.
- All meals will be served in your meeting room unless an additional dining room is requested at an additional charge.

AUDIO VISUAL RENTAL RATES

ITEM	RATE
CD Player	\$10
Extension Cord	Complementary
3M Flip Chart with Markers	\$10
Easels	\$10
TV/VCR or TV/DVD	\$15
Media Cart	\$10
Portable PA System	\$15
Podium	\$15
Portable Hand Held Microphone	\$15
Portable Lavalier Microphone	\$15
Laptop	\$100
Laptop Speakers	\$15
Linksys Wireless Router	\$15
Laser Pointer/Power Point Advancer	\$10
Multi Media LCD Projector	\$125
Screen	\$15
Teleconference Phone	\$50
White Board with markers	\$15
Broadcast Equipment	\$100
Staging (4x4 pieces)	\$10
Votives	.50 each
Cake Cutting	\$1/person
Glassware:	
Wine Glasses	.50
Champagne	.50

**THESE RATES ARE EFFECTIVE TO ALL GROUPS STARTING
8/1/10**