

PALACE HOTEL

ADDRESS

Union Square

2 New Montgomery St.
 San Francisco, CA 94105-3402
 Sleeping rooms: 552
 Suites: 34

Phone: 415-512-1111
 Toll-free: 800-325-3589
 Guest Fax: 415-543-0671
 Sales Fax: 415-243-8062
 Web Address: www.sfpalace.com
 E-mail: palaceevents@luxurycollection.com



LOCATION

The Palace Hotel, a Luxury Collection property under the Starwood Hotels and Resorts, Inc. umbrella, is centrally located in downtown San Francisco adjacent to the Financial District and Chinatown. The hotel is only 13.7 miles from San Francisco International Airport and 20 miles from Oakland International Airport.

MEETING/BANQUET FACILITIES

Twenty-two meeting rooms for a total of more than 56,000 square feet of meeting and banquet space, including the famous Garden Court for evening affairs.

Accommodates groups ranging from 10–1,200 people.

All public spaces are concentrated on three floors with elevator, escalator and stairwell access.

Direct street access to loading dock and freight elevator.

Each meeting room is individually controlled for heat, air conditioning and audiovisual.

Multiple electrical and microphone outlets with 220V availability.

High-speed Internet access in all guest and meeting rooms. Complimentary wireless access available in the lobby.

In-house audiovisual company.

Largest meeting room accommodates 50 8' x 10' booths.

HOTEL AMENITIES

Features newly appointed luxurious guest rooms. Fitness Center includes renovated exercise facilities, indoor sky-lit pool and sauna.



GREEN FEATURES
 Member of the Business Energy Coalition, commercial energy users who strive to conserve power during peak times. CORY Award winner recognized for endeavors to preserve the environment and contribute to a green society.

ROOM NAME	SUGGESTED CAPACITIES						
	DIMENSIONS	CEILING HEIGHT	THEATER	RECEPTION	BANQUET	CLASSROOM	
FIRST FLOOR							
Grand Ballroom	108' x 83'	8,964	18'	1,120	1,000	720	550
Rose & Concert	108' x 42'	4,482	18'	500	500	320	288
Gold Ballroom	97' x 51'	4,947	18'	550	600	400	300
Ralston Room	108' x 49'	5,292	17'	600	600	420	300
MEZZANINE LEVEL							
Conference seating only							
Montgomery	40' x 16'	640	8' 6"	–	–	–	–
Sutter	34' 6" x 19'	656	8' 6"	–	–	–	–
Grant	27' x 19'	513	8' 6"	–	–	–	–
Sacramento	31' x 21'	640	8' 6"	50	50	30	26
SECOND FLOOR							
Mendocino	41' 5" x 19'	788	10'+	70	85	50	36
French Parlor – U	60' x 21' 6"	1,290	11' 8"	–	150	90	–
French Parlor – L	44' x 17' 6"	770	12' 8"	–	–	40	–

ROOM NAME	SUGGESTED CAPACITIES						
	DIMENSIONS	CEILING HEIGHT	THEATER	RECEPTION	BANQUET	CLASSROOM	
California Parlor	47' x 21'	987	10'+	70	85	50	32
Sierra	21' x 20'	420	10'+	25	25	20	18
Napa & Sonoma	34' x 19' 9"	683	10'+	60	75	50	30
Monterey	30' x 21'	630	10'+	50	70	50	30
Sea Cliff	44' x 32' 5"	1,430	10'+	150	150	120	90
Pacific Heights	40' x 32' 5"	1,280	10'+	140	135	110	80
Marina	40' x 28' 5"	1,140	10'+	120	120	90	70
Presidio	45' x 28' 5"	1,282	10'+	144	130	100	80
Sunset Court	110' 2" x 42'	5,178	24'	–	600	–	–
Sunset Court East	70' 8" x 19' 6"	1,378	11'+	–	150	–	–
Sunset Court West	87' 6" x 19' 9"	1,728	11'+	–	200	–	–
Twin Peaks	78' x 39'	3,042	14' 5"	320	330	240	175
Twin Peaks So. & No.	39' x 39'	1,521	14' 5"	160	165	120	85
Telegraph Hill	32' 5" x 39'	1,279	10'+	144	130	100	80