

MEETING ROOMS

Seating Arrangements



Theater or Auditorium



Banquet or Rounds



Classroom



Hollow Square



U-Shape

Reception

ROOT ROOM

Root ABC 65' x 25' 1,960 sq. ft.	170	120	70	40	70	225
Root AB 20' x 33' 660 sq. ft.	70	50	40	30	45	75
Root BC 20' x 33' 660 sq. ft.	70	60	40	30	45	75
Root A	55	25	20	20	24	40
Root C	45	35	30	20	24	50

CHOATE ROOM

Choate 42' x 24' 960 sq. ft.	90	92	40	32	26	100 (with foyer)
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BUTLER ROOM

Butler 37' 7" x 18' 2" 686 sq. ft.	60	32	20	20	12	50
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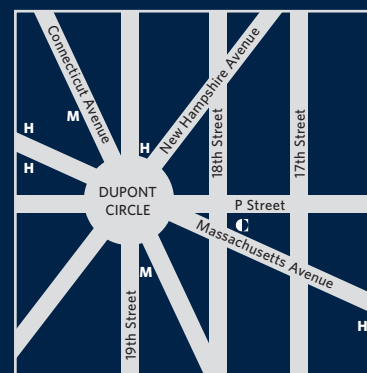
SHOTWELL ROOM

Shotwell 15' 4" x 27' 413 sq. ft.	Shotwell is equipped with a fixed board table that cannot be removed. It can accommodate 16 people or fewer and includes space for perimeter seating, basic audiovisual presentations, such as videoconferencing, and space for catering services.					
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Location

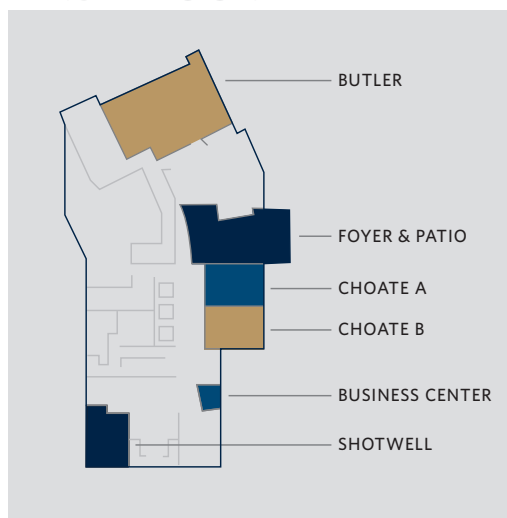
Located off of Dupont Circle in Washington, the Carnegie conference center is easily accessible. The Dupont Circle Metro stop is one block away, Union Station is minutes away via cab or Metro, giving access to Amtrak and MARC trains, and four public parking garages are near the main entrance.

The conference center is just 20 minutes away from Reagan National Airport, 45 minutes from Dulles Airport, and 50 minutes from Baltimore-Washington International Airport.

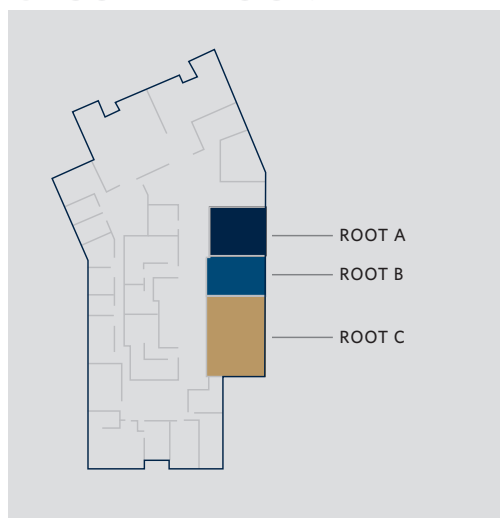


C Carnegie **P** Parking **M** Metro **H** Hotel

FIRST FLOOR



SECOND FLOOR



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CARNEGIE
ENDOWMENT FOR
INTERNATIONAL PEACE

THE GLOBAL THINK TANK

Please visit CarnegieEndowment.org/ConferenceCenter to view photos of our event space.



CARNEGIE
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The conference center at the Carnegie Endowment for International Peace provides a prestigious setting for conferences, press briefings, and receptions. Located just off of Dupont Circle and a few short blocks from the famed Embassy Row, the Carnegie conference center boasts accessibility to a multitude of restaurants, hotels, and the Dupont Circle Metro.

CONFERENCE CENTER FEATURES

- Audiovisual services, including WiFi, audio recording, videoconferencing, wireless projection, and press bridge
- Flexible catering options
- Natural light in a majority of the rooms
- ADA compliant
- Centrally located with easy access to the Metro, Embassy Row, hotels, and restaurants