

# EMU–Brighton welcomes you to the Livingston County area!

Eastern Michigan University–Brighton is a satellite of EMU's main campus in Ypsilanti. EMU was founded in 1849 as Michigan State Normal School for educators, and is always expanding to meet the training and continuing education needs of professionals. EMU–Brighton was established in October 2003 in order to offer EMU degrees and courses to local residents and to provide training and meeting space to companies.

EMU–Brighton is proud to make available seminar and meeting rooms to businesses and community groups. We have an attractive state-of-the-art facility for your meetings, conferences or training seminars. Whatever your need, one of our seven rooms, including a conference room and computer lab, is sure to be perfect.

Also available is a full range of equipment for your use. Classrooms come standard with LCD projectors, pull-down screens, white boards and one flip chart. Additional equipment such as televisions and overhead projectors are available for rent.

## **EMU–Brighton**

2250 Genoa Business Park Dr.  
Suite 120  
Brighton, MI 48114  
Phone: 810.225.0361  
Fax: 810.225.0670  
[brighton@emich.edu](mailto:brighton@emich.edu)  
[www.ce.emich.edu/brighton.html](http://www.ce.emich.edu/brighton.html)

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## Places to Stay

### Courtyard by Marriott

7799 Conference Drive, Brighton  
810.225.9200

#### Amenities:

- Coffee-maker in room
- Pool
- Restaurant
- Fitness center with spa
- Laundry/Valet services
- 24-hour front desk
- Safe deposit box
- Television with cable

### Quality Inn

125 Holiday Lane, Howell  
517.546.6800

#### Amenities:

- Bar/Lounge
- Continental breakfast
- Coffee-maker in room
- Copy service
- Fax
- Modem lines in room
- Restaurant
- Wake-up service
- Microwave

### Best Western of Howell

1500 Pinckney Road, Howell  
517.548.2900

#### Amenities:

- 24-hour front desk
- Bar/Lounge
- Restaurant
- In-room refrigerator
- Laundry/Valet services
- Safe deposit box
- Heated outdoor pool
- No smoking rooms
- Television with cable

### Holiday Inn

8079 Challis Road, Brighton  
810.225.4300

#### Amenities:

- Free breakfast bar
- High-speed internet available
- Free local phone calls
- Indoor pool
- Spa and fitness center

## Places to Dine

Applebee's	JB's Brighton House
Arby's	Lone Star Steakhouse
Big Boy	Lu and Carl's Bar and Grill
Bob Evans	McDonald's
Border Cantina	Mesquite Junction
Brighton Bar and Grill	Mexicali Allies
Burger King	Outback Steakhouse
Champ's Pub	Panera Bread
Chili's Grill & Bar	Red Robin
Ciao Amici's	Rocky's of Brighton
Cracker Barrel	Stillwater Grill
E G Nick's Crab Shack and BBQ	Stout Irish Pub
Emperor's Palace	T.W. and Friends
Great China	Taco Bell
Grecian Island Restaurant	Thai Express
Gus's Carry Out	Tomato Brothers

## Things to Do

- Historic Downtown Howell
- Tanger Outlet Mall
- Mt. Brighton Ski Area
- Kensington Metro Park
- Huron Meadows Golf Course
- Golf-O-Rama
- Spicer Orchards
- Parshallville Cider Mill
- Brighton Recreation Riding Stables
- Howell Bowl-E-Drome
- Brighton Downtown Specialty Shops
- MJR Theatre at Brighton Town Center
- Memories Lounge and Nightclub

## Catering

Whether it's beverages, snacks, box lunches or full course meals, EMU–Brighton can assist with your catering needs. We work with off-site caterers to ensure convenience and budgets are met.

For information on catering meals for your event, please call 810.225.0361.

Please note that a guest count is required for all catered meals five business days prior to the event. You will be billed by vendor according to your advance count.

## Audio/visual Fee Schedule

### Visual

17" TV and VCR on rolling cart

\$60 per day

\$15 per hour

Overhead projector with rolling cart

\$55 per day

\$15 per hour

### Computer

Portable computer lab with Internet capabilities

\$125 per day

\$30 per hour

### Supplies

Flip charts (regular with pens)

\$15 per day

Post-it note flip chart pads with pens

\$25 per day

Photocopies

10¢ per page

Transparencies

\$1 per page

## Room Fee Schedule

Rooms	Capacity*	Day rate	Partial day rate
107	15–20	\$140	\$100
108	30–40	\$170	\$130
109	20–30	\$160	\$120
110	30–40	\$170	\$130
108/110	60–75	\$225	\$170
111	20–25	\$150	\$110
114	30–40	\$170	\$130
115	20–30	\$160	\$120
Computer lab**	20 stations	\$500	\$300

Rentals include LCD projector, pull-down screen, white board and one flip chart.

Audio/visual equipment available at additional charge.

\* Varies with room set-up

## Availability\*

- Monday through Thursday: 9 a.m. to 7 p.m.
- Friday: 9 a.m. to 5 p.m.
- Saturday: Please call for available times.

\* Additional times may be available upon request.

Discounts for EMU Alumni, non-profit organizations and Chamber of Commerce members are available upon request.

## Policies

Reservations cancelled less than seven days prior to the event date will be charged a cancellation fee of 20 percent of original invoice.

## Materials

EMU–Brighton will accept prepaid shipments of moderate size prior to the event. Please contact the office at 810.225.0361 to arrange for someone to receive the package.

## Messages

Messages will be taken for your party while you are in training.

## Registration

EMU–Brighton will provide a table and chairs for registration purposes. The client must provide material and personnel.

## Responsible party

The client assumes responsibility and liability for losses, damages and claims of injury or damages to client's property and the property of EMU–Brighton incurred by the client. The use of pins, nails, tape or staples for securing banners and signage to walls is strictly prohibited.

## Smoking

Please appreciate that EMU–Brighton is a non-smoking area.

## Special needs

EMU–Brighton is compliant with state and federal laws for special needs access.

## Telephone

Telephones are available for emergency use only.

## Map and Directions

### EMU–Brighton

2250 Genoa Business Park Dr.

Suite 120

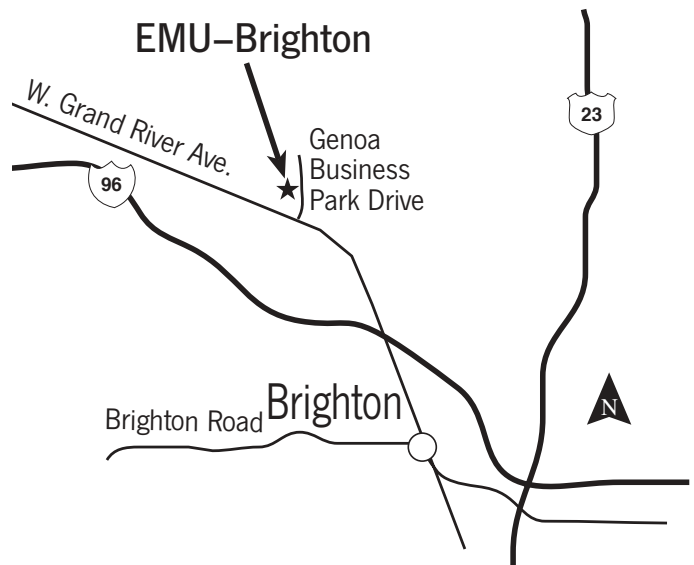
Brighton, MI 48114

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### Directions to EMU–Brighton

Take I-96 to Exit 145, Grand River Rd. Go northwest (towards Howell) on Grand River for approximately 1.7 miles (you'll pass by Waldecker Pontiac and St. Joseph Mercy Woodland Health Center, Nichols Ski & Patio, and PDQ Printing). Turn right onto Genoa Business Park Drive (the first street after PDQ Printing). Follow the drive to the second single story building in the business park, and turn left. EMU–Brighton is located in the middle suite. The address is 2250 Genoa Business Park Drive, Suite 120, Brighton, Michigan, 48114.