



AMERICAN
ARBITRATION
ASSOCIATION®

INTERNATIONAL CENTRE
FOR DISPUTE RESOLUTION®

Concierge Conference Room Booking

Stress-Free Room Search & Booking for Depositions and Hearings

[BOOK SERVICES](#)

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- Room **search, booking, and logistics fully managed**, letting you focus on the case
- **Venues vetted** for depositions, hearings, and hybrid proceedings
- **End-to-end venue coordination** handled anywhere in the U.S. or abroad

Finding the right conference room for your deposition or hearing takes time and effort. With Optima Juris' Concierge Service, that burden is eliminated. Simply tell us the location and requirements, and we'll identify and secure the most suitable venue.

Pricing

Concierge Service

Administrative Search Fee \$250*

*A non-refundable fee is required to begin your venue search.

Room cost Varies by location

All other Optima Juris services, including AI-Powered Transcription, Traditional Stenographic Court Reporting, Legal Videography for Depositions, Interpreters, and Zoom Hosting and Exhibit Presentation, can be provided at any venue, whether arranged through Concierge Service or booked directly by the parties.

Service Partner

Optima  **Juris**™