



AMERICAN
ARBITRATION
ASSOCIATION®

INTERNATIONAL CENTRE
FOR DISPUTE RESOLUTION®

Concierge Conference Room Booking

Stress-Free Room Search & Booking for Depositions and Hearings

[BOOK SERVICES](#)

[LEARN MORE](#)

- Room **search, booking, and logistics fully managed**, letting you focus on the case
- Venues **vett**ed 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 Concierge Conference Room Booking, that burden is eliminated. Venues are identified and booked according to the location and requirements provided.

Pricing

Concierge Service

Administrative Search Fee \$250*

*A non-refundable fee is required to begin your venue search. This fee is 100% credited toward your room booking when you finalize your reservation.

Room cost Varies by location

All services through our service partner, Optima Juris, 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. Services can be booked directly through Optima Juris.

Service Partner

Optima  **Juris**™