

# Wilder Center Meeting Space Information

## Helpful Hints

- The building hours are 7:30 a.m.–8:30 p.m. If the event contact, event staff or caterers wish to gain access to the building prior to 7:30 a.m. or after 8:30 p.m., please arrange with the Event Manager prior to your event.
- All 2nd, 3rd and 4th floor meeting rooms can be reconfigured by the meeting owner, but must be set back to the default room set-up for the next group.
- Deliveries must enter and exit using the North side loading dock when transporting items that require a cart or cannot be hand carried.
- White board/flip chart easels and markers are provided upon request, but flip chart paper is not.
- Wilder Center does not provide linens for rounds or other tables.
- Feel free to go through any licensed caterer you would like. Please contact Event Manager for a list of preferred vendors.
- The Wilder Center dining room must be cleared of all event attendees between 11:00 a.m.–1:00 p.m.
- If your presentation requires anything beyond a power point and microphone, please set up a time with the Event Manager for an A/V run-through prior to your event.

## Wireless Internet Connectivity

The 'AHWilder-Public-Wireless' network is visible to all wireless devices and is specifically provided for visitors to have limited and controlled internet access. (Note: This network requires a temporary username/password combination for internet access as well as acceptance of the "Appropriate Use" agreement as described on the log-on web page.)

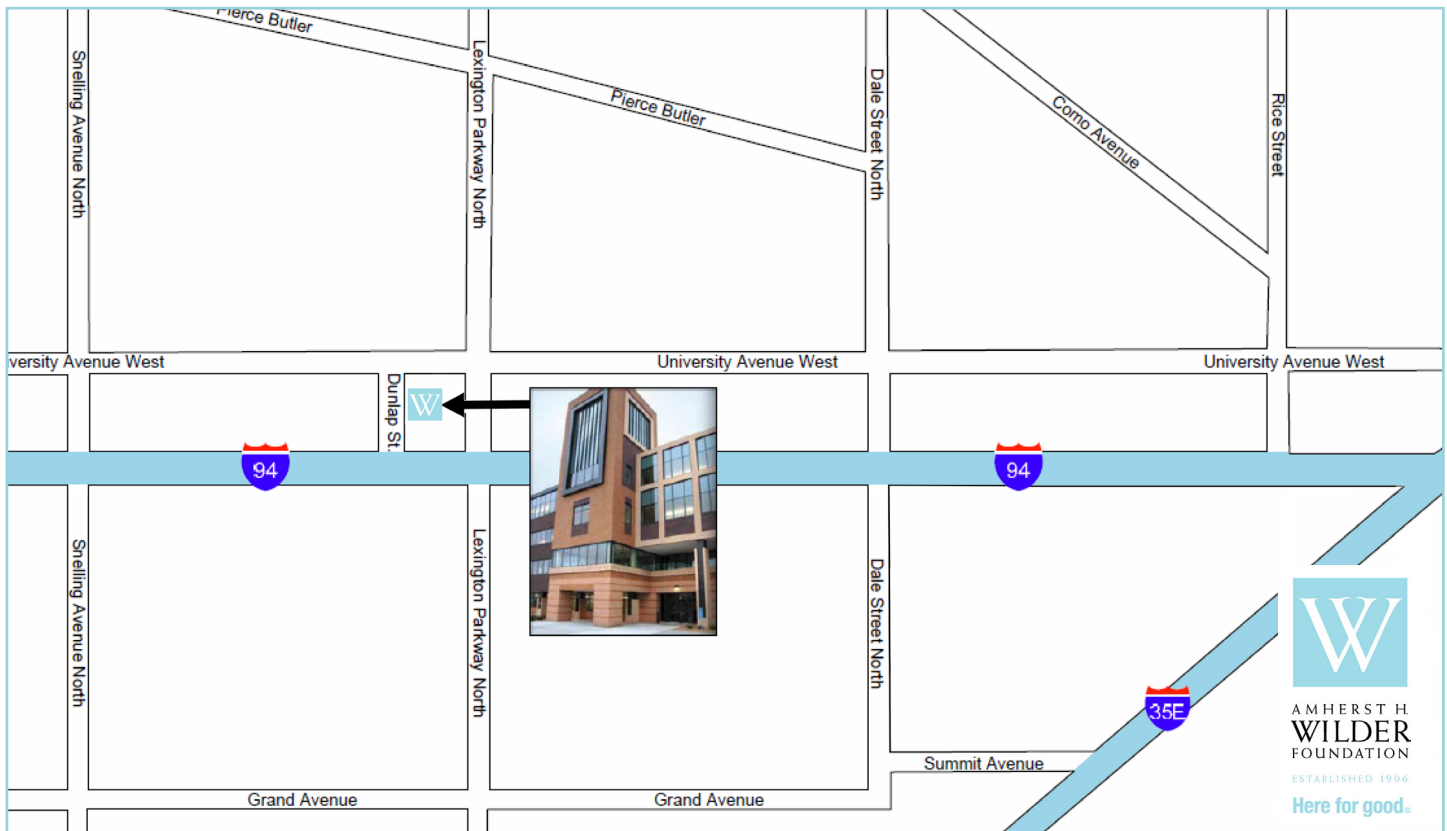
- Select 'AHWilder-Public-Wireless' network on your device.
- Open a Browser (Internet Explorer works best)
- A website security certificate might show up, if so, select "Continue to this website"
- On the Log in screen, select "Don't have an account"
- Enter your first and last name, then click "Submit"
- Successfully Created Guest Account...click "OK"
- Click to accept the terms and conditions

Meeting Space Rental: 651-280-2402 • [meet@wilder.org](mailto:meet@wilder.org)  
451 Lexington Parkway North, Saint Paul, MN 55104 • [wilder.org/meet](http://wilder.org/meet)



# Wilder Center Location & Directions

Wilder Center is located on the corner of  
Lexington Parkway and University Avenue in Saint Paul.



## FROM THE WEST (MINNEAPOLIS):

Take 94E and exit at Lexington Parkway. Take a left onto Lexington Parkway. Wilder Center will be on your left side. Take a left right before the TCF Bank. At the stop sign go straight, then take a left into the parking ramp.

## FROM THE EAST (WOODBURY):

Take 94W and exit at Lexington Parkway. Take a right onto Lexington Parkway. Wilder Center will be on your left side. Take a left right before the TCF Bank. At the stop sign go straight, then take a left into the parking ramp.

## FROM THE NORTH (ROSEVILLE):

Take 35E South and merge onto 94W. Exit at Lexington Parkway and take a right. Wilder Center will be on your left side. Take a left right before the TCF Bank. At the stop sign go straight, then take a left into the parking ramp.

## FROM THE SOUTH (WEST ST. PAUL):

Take Hwy 52 North and merge onto 94W. Exit at Lexington Parkway and take a right. Wilder Center will be on your left side. Take a left right before the TCF Bank. At the stop sign go straight, then take a left into the parking ramp.