

Conference Tables

1 Measure the Hallway to the Conference Room, Not Just the Room
A 12-foot conference table top needs to travel through your building to get to the conference room. Measure every doorway, elevator, and hallway turn it must navigate before ordering. If any passage is too narrow for the assembled top, choose a modular table that assembles in the room instead.

3 Power Modules Should Be Planned Before the Table Is Ordered
If you want integrated power in your conference table, specify it when ordering — retrofitting power modules to a table without pre-cut grommets is more difficult and the results are less clean. Ask specifically what power integration options are available for each table model before finalizing the order.

5 Match Table Edge Profile to the Room's Design Language
Conference table edge profiles vary significantly — from sharp radius edges (modern, minimal) to waterfall edges (classic, traditional) to knife-edge profiles (contemporary, dramatic). The edge profile contributes substantially to how the table feels in the room. Don't overlook this detail; it's the first thing people touch when they sit down.

7 Protect Veneer Conference Tables with Felt Table Pads
Executive conference tables with wood veneer surfaces are vulnerable to scratching from laptops, notebooks, and accessories. Felt or vinyl table pads provide protection during heavy-use meetings without hiding the table surface. They're inexpensive and dramatically extend the working life of a veneer table surface.

9 Modular Tables Offer Real Flexibility for Multi-Use Rooms
If your conference room also functions as training space, a presentation area, or an event space, modular conference tables that break into sections and roll against the walls are significantly more versatile than a single fixed-top table. The per-table cost is slightly higher, but the flexibility in room use can justify it.

2 The 24" Per Seat Rule Gives You Comfortable Spacing
Plan 24" of table edge per seat as a comfortable minimum. At 18" per seat, people feel cramped and elbow contact is constant. At 30" per seat, the room feels formal and spacious. For executive boardrooms, 30" per seat is the right target; for working team rooms, 24" to 26" is appropriate.

4 Boat-Shaped Tables Improve Sightlines at Both Ends
If your conference room hosts presentations with people seated at the head and foot of the table, a boat-shaped table improves sightlines for everyone compared to a rectangle. The narrowed ends angle outward slightly, allowing end-of-table participants to see the sides of the room without leaning out.

6 Budget for Conference Chairs Separately and Deliberately
Conference table purchases often don't include chairs, and chairs for a 12-person table can run \$1,200 to \$4,800+ depending on quality. Budget for both table and chairs together from the start to avoid sticker shock. We can help you price the full room — table, chairs, and accessories — in a single conversation.

8 Avoid Ordering by Foot Capacity Alone
A manufacturer that claims a table seats 14 may be using 18" per person. A manufacturer that claims 12 might be using 24" per person. The actual table dimensions are what matter, not the manufacturer's stated seating capacity. Calculate capacity yourself using the actual table length and a 24" per person standard.

10 Verify the Table and Chair Heights Are Compatible
Standard conference table height is 30". Standard conference chair seat height is 18" to 19". This combination works for most adults. But if you're using specialty seating (bar-height stools, lounge chairs, or standing-height tables), verify that the table and chair heights are actually compatible before ordering both.