

Conference Tables

These are the 5 most commonly asked questions about conference tables for commercial office environments, with straightforward answers to help you make a confident, well-informed purchase decision.

Top 5 Questions — Conference Tables

1

What size conference table do I need for my room?

Start with your required seating count: at standard spacing of 30–36 inches per seat, a 6-foot table seats 4–6 people, an 8-foot table seats 6–8, a 10-foot table seats 8–10, a 12-foot table seats 10–12, and a 16-foot table seats 14–16. Then verify the room can accommodate the table with proper clearance: allow a minimum of 48 inches from the table edge to the nearest wall on all seated sides for chair pushback and circulation (60 inches recommended for wheelchair accessibility). A common mistake is choosing a table that fits the room on paper but leaves insufficient clearance for chairs and movement.

2

What shape conference table should I choose?

Rectangular tables are the most space-efficient and work well for presentations with a clear presenter position. Boat-shaped tables (slightly wider at the center) are the most popular in commercial settings — the wider center improves sight lines so everyone can see each other clearly, and the tapered ends give a refined boardroom appearance. Racetrack (oval) tables soften the room aesthetic, eliminate sharp corners for safer movement, and improve traffic flow. Round tables eliminate head-of-table hierarchy and work well for small groups of 4–6 people but become impractical above 6 as the distance across makes normal conversation difficult.

3**What surface material is most durable for a conference table?**

High-pressure laminate (HPL) or thermally fused laminate (TFL) surfaces are used in over 95% of commercial conference tables and are the right choice for any high-use conference room. They resist scratches, heat, and stains from daily laptop bags, coffee cups, and cleaning chemicals while offering realistic woodgrain and solid-color finishes. The commercial-grade construction standard is a 1.5-inch thick top with 3mm PVC edge banding. Wood veneer is appropriate for executive boardrooms where the natural beauty of real wood is valued, but requires more careful maintenance and is vulnerable to heat marks and water rings from cups.

4**Should I include power grommets in my conference table?**

Yes — running extension cords to a conference table is a trip hazard, often a fire code violation, and an unprofessional appearance that undermines the room's purpose. Surface-mount power grommets with AC outlets, USB-A/C charging, and optionally HDMI or Ethernet should be installed at a rate of one grommet module per 2–3 seats. Place grommets evenly along the table so every seat has reasonable reach to an outlet — placing all power at one end is a common mistake. Plan for at least 50% more power capacity than your current needs, as technology demands at the conference table consistently increase over time.

5**What clearance does a conference table need from the walls?**

The minimum clearance from the table edge to the nearest wall on any seated side is 48 inches — this allows chairs to be pushed back and people to walk behind seated attendees. The absolute minimum in a pinch is 36 inches, but only against a wall where no one is seated. For rooms serving as wheelchair-accessible meeting spaces, 60 inches of clearance is required for a wheelchair turning radius. Measure the actual room including columns, built-in cabinetry, and door swings before specifying a table — a room that measures 18' × 14' on a floor plan may have only 16' × 12' of usable clearance once obstructions are accounted for.

Have more questions? Our office furniture specialists are ready to help.

www.OfficeFurniture2go.com