

Whitman Room

Capacity

80 seated at tables

Cost

\$90.00 per hour

(\$80.00 per hour for Preferred Commercial Customers or \$70.00 per hour for Tax-Exempt Organizations)

Hourly rate is based on a “first person on site to a last person off site”
time frame, including set-up, decorating, and clean-up time.

Kitchen Facilities

\$45.00 Flat Fee in conjunction with a rental

The Whitman Room is adjacent to a fully licensed kitchen facility. This kitchen has no dishware to use, but does have ice, refrigerator/freezer space, a stove/oven, microwave, and coffee makers.

Furniture

Rental rates include set-up and take down of the furniture provided.

The Whitman Room comes with the following furniture:

10 5' Round Tables (seat 7 people per table)

70 Armchairs

1 Pull Down Screen (installed on the wall)

Renter may decide to use as much or as little of provided furniture as is required.

Arrangements of furniture may be designated by the renter.

Extras

The following extra items are also available to rent for your rental:

6' X 2.5' Banquet Tables as available- \$3.00 each

5' Round Tables- \$3.00 each (total of 12 available)

Tall Standing Cocktail Tables- 30" Round by 42" High- \$3.00 each (8 available)

Easels as available- no charge

Other AV Equipment may be available at an additional charge.

Internet & Phone Access

The Whitman Room is equipped with internet access for one or two computers (each computer requires a network CAT5 cable). Wireless internet MAY be available for multiple computers upon request. It is also equipped with one digital telephone line with a phone that has speakerphone capabilities.