



# HEADQUARTERS AND TRAINING FACILITY ROOM RENTAL

42680 Trade West Drive, Dulles, Virginia 20166



Easily accessible from Route 50, Route 28 and the Dulles Toll Road



**HALF DAY: \$300      FULL DAY: \$500**

Company: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date of Rental: \_\_\_\_\_

Time: \_\_\_\_\_ to \_\_\_\_\_

Number of attendees: \_\_\_\_\_

Full Day Rental

Half Day Rental

Weekend Rental (add \$45 cleaning fee)

Projector Rental (\$100 per day)

Laptop Computer Rental (\$100 per day)

Projector Screen and wireless Internet (no charge)

*Ask about adding food and coffee service to your room rental!*

**Classrooms seat 30 people (equipped with white boards) • Mgmt Ed room seats up to 80 people (equipped with 98" TV)  
Board Room seats 22 people (equipped with projection HDTV capability)  
Wireless Internet Access provided**

Contact Mary Caprino: [mary@abcva.org](mailto:mary@abcva.org) / 703-968-6205 with any questions and to submit your rental form

Additional contact: Maureen Nanna, [maureen@abcva.org](mailto:maureen@abcva.org)