

We are happy to extend additional services during your reservation made available only to member companies. See below for details and pricing.

## Food & Beverage

### Catering Package

Need help with your catering? Let us take care of everything from placing the order, receiving the delivery, setting up and cleaning up for just an added 15% fee of your order. Pay for your event on just one convenient invoice.

*Please let Cara McCarthy know your preferences and food allergies at the time of booking.*

### Snack Package

Planning a longer meeting or workshop? We're happy to provide snacks for your team to keep them engaged throughout the day! Snacks include an assortment of individually packaged items. There will be a \$2 per person charge for this service.

### Beverage Fee

A beverage fee will be added to all reservations. As always, groups with fewer than 20 individuals will receive complimentary coffee and water. Our beverage fee encompasses water, coffee, tea, and Coca-Cola™ products.

Groups larger than 20 people: For reservations shorter than 4 hours, an additional \$6 will be added to your invoice per person. For reservations longer than 4 hours, an additional \$8 will be added to your invoice per person.

### Happy Hour Package

Host an event with your team and clients and let us take care of the best part- the happy hour! Package includes wine, beer and spiked seltzer for \$15/person. Must be 21+ to consume alcohol.

## Audio & Visual

*Internet, projectors, monitors and presentation remote are all complimentary with your rental. The following packages are available for an added fee.*

### Live Stream & Recording

We are pleased to offer the ability to live stream your event over Wi-Fi in 1080p HD with our Mevo Live Event Cameras to Vimeo, Livestream, Facebook, YouTube, Periscope and Twitter. There will be an added \$150/hr fee for live streamed events. Use of Mevo equipment is subject to availability.

### Flip Chart Package

Package includes Post-It® Easel Pads, markers, and easels. There is a \$30 charge for this package.

## Complimentary Services

*We are pleased to offer these complimentary services for each visit here at Tech Hill Commons.*

### On-Site Support

Once you request a reservation, our dedicated Tech Hill Commons Coordinator will be with you every step of the way, from scheduling and agreements to billing, catering, room set-up, A/V, and troubleshooting.

### Free Parking

There is ample parking available at Tech Hill Commons, and as always, parking is complimentary for you and your guests.

### Grace Period

Need a little more time to add that personal touch beforehand to your meeting? We have you covered with our 30-min grace period before and after your reservation.

### Communal Area & Kitchen

Relax in our spacious and cozy common area, equipped with comfortable seating, bistro tables and chairs, a large-screen TV, and a well-equipped kitchen featuring two refrigerators and a large table with stools for dining or catering purposes.

# Rooms & Rates



**Board Room**



**Event Center**



**Dell Learning Center**



**Learning Lab**



**Conference Room**

Member  
Half-Day Rate

Member  
Full-Day Rate

Future Member  
Half-Day Rate

Future Member  
Full-Day Rate

150 Event Center

**\$700**

**\$1400**

\$900

\$1800

45 Dell Learning Center

**\$580**

**\$1160**

\$740

\$1480

22 Learning Lab

**\$380**

**\$760**

\$500

\$1000

20 Board Room

**\$380**

**\$760**

\$500

\$1000

12 Conference Room

**\$300**

**\$600**

\$420

\$840