

LOOKING FOR AFFORDABLE CONFERENCE SPACE?

Quonset Development Corporation offers 2 affordable private spaces for your meetings:

The QDC Annex facility is perfect for larger meetings and seminars; seating up to 75 people comfortably. Alternatively, the Gateway Office Building meeting space located at 70 Romano Vineyard Way is perfect for a smaller more intimate setting; seating up to 12 people comfortably.

1. **Kitchenette** available for no additional cost.
2. **Internet connection**, overhead projector, scanner and copier available at no extra charge.
3. **Park Tenants** receive a \$100.00 discount on the full and half day rates.

Two Rooms (75 pp capacity)- Annex Only

Full Day (4 hours or more) = \$450.00
Half Day (4 hours or less) = \$400.00

One Room -Annex (40 pp capacity) and Gateway Office Building (12 pp capacity)

Full Day (4 hours or more) = \$400.00
Half Day (4 hours or less) = \$350.00
Hourly (**Gateway Only**) = \$75.00

WHAT ELSE SHOULD I KNOW?

We also want to let you know what we expect from our guests. If you have any questions, please call us at (401)295-0044.

- Due to heightened security concerns, we ask all those using our facilities to sign in at the reception desk upon arrival. In an emergency, this would help us be certain that everyone has been safely evacuated.
- You are using the facility at your own risk. The Quonset Business Park® does not provide security for guests.
- We do not offer coffee service. Alcohol is prohibited in the facility. Outside catering is allowed. Please notify us in advance.
- No pets with the exception of those serving the disabled.
- Please ensure your group leaves the facilities clean, otherwise a fee will be assessed for cleaning services.
- Neither Quonset Business Park® nor the Quonset Development Corporation can be held liable for any mishap, injury or accident sustained by any group member on the premises. By signing this document, you agree on behalf of your group and all of its members to hold us harmless from any damages or claims, to defray any expenses connected with our defense of such claims.
- All cancellations must be received at least **3 business days prior to** the date of the event to receive a refund.
- All refunds are subject to a 10% cancellation fee or a minimum charge of \$25.00. Cancellations must be received in writing via e-mail, info@quonset.com or faxed to 401-286-9885.
- No refunds will be made for cancellations received with less than 3 business days' notice.

QUONSET DEVELOPMENT CORP

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CONFERENCE CENTER AND MEETING SPACE

