

# NJ FOUNDATION FOR THE BLIND Meeting Space Rentals



Gromann Hall 84' x 60' 32-person classroom set up

For your next small business meeting, training seminar or special event, consider the NJ Foundation for the Blind's facilities located in Denville, the "hub" of Morris County, conveniently located along major transportation highways such as Routes 80, 46 and 53.

***Reserve your meeting room by calling (973) 627-0055 x321, or fax (973) 627-3699.***

230 Diamond Spring Road · PO Box 929 · Denville, NJ 07834

*Are you looking for an attractive, affordable location to hold meetings for your board of directors, leadership committee, employees or other business special events?*

*The NJ Foundation for the Blind offers meeting space accommodating groups from 5 to 245 people.*

### **Executive Board Room**



24' x 18.5' 12-30 person board room set up

### **Dining Hall**



36' x 36' 48-person meeting set up

### **Gromann Hall**



3,950 sq. ft. 245-person cocktail set up

### **Gromann Hall**



3,950 sq. ft. 72-person seminar set up

*“We found the NJ Foundation for the Blind facilities very accommodating, professionally set-up, and the staff willing to work with us to make our event successful.”*

*– Dr. Joseph Nazzaro, Executive Director, Leadership Morris*

## NJ Foundation for the Blind Meeting Room Reservation Form

<u>Regular Rental Rates</u>																			
	<u>Room</u>	<u>Capacity</u>	<u>Hours</u>	<u>Rate</u>															
	Gromann Hall	525 standing/245 seated	8 Hours	\$ 900.00															
	Gromann Hall	525 standing/245 seated	4 Hours	\$ 500.00															
	Board Room	12-30 seated	8 Hours	\$ 200.00															
	Board Room	12-30 seated	4 Hours	\$ 125.00															
	Dining Room	48 seated	8 Hours	\$ 300.00															
	Dining Room	48 seated	4 Hours	\$ 175.00															
	Small Meeting Room	8-14 seated	8 Hours	\$ 75.00															
	Small Meeting Room	8-14 seated	4 Hours	\$ 50.00															
<u>Non-Profit Rental Rates</u>																			
	<u>Room</u>	<u>Capacity</u>	<u>Hours</u>	<u>Rate</u>															
	Gromann Hall	525 standing/245 seated	8 Hours	\$ 400.00															
	Gromann Hall	525 standing/245 seated	4 Hours	\$ 250.00															
	Board Room	12-30 seated	8 Hours	\$ 100.00															
	Board Room	12-30 seated	4 Hours	\$ 75.00															
	Dining Room	48 seated	8 Hours	\$ 150.00															
	Dining Room	48 seated	4 Hours	\$ 100.00															
	Small Meeting Room	8-14 seated	8 Hours	\$ 40.00															
	Small Meeting Room	8-14 seated	4 Hours	\$ 25.00															
<u>Buildings &amp; Grounds Coverage Rates</u>																			
All events weekdays 8:00am-4:30pm	Maintenance Technician			Included in Rental Fee															
All events weekdays after 4:30pm & weekends	Maintenance Technician		Per hour	\$ 15.00															
<u>Security Service Rates</u>																			
	One Officer	50-99 attendees	Per hour	\$ 25.00															
	Two Officers	100-149 attendees	Per hour	\$ 50.00															
	Three Officers	150 + attendees	Per hour	\$ 75.00															
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# NJ FOUNDATION FOR THE BLIND

## Meeting Space Rentals

<b>Information Technology and Audio/Visual</b>	<b>Rate</b>
▪ <b>Teleconferencing</b>	<b>Upon Request</b>
▪ <b>Telefax</b>	<b>Included</b>
▪ <b>Television and DVD Player</b>	<b>Included</b>
▪ <b>CD Music and public address system with wireless microphones</b>	<b>Included</b>

<b>Meeting Support Services</b>	<b>Rate</b>
▪ <b>Photocopying services</b>	<b>\$0.05 per page</b>
▪ <b>Flipchart with easel and markers</b>	<b>\$20</b>

### **Catering**

- **Outside licensed catering may be brought in to any contracted meeting space. The client is responsible for all ordering, set-up and removal of catered items. Kitchen rental use by caterer and fee schedule can be provided upon request.**

### **Directions to the NJ Foundation for the Blind**

**From South Jersey (GSP):** Take Garden State Parkway North. Take the I-280 exit, Exit 145, toward West Orange/Newark. Merge onto I-280 W via the exit on the left toward the Oranges. Take the I-80 West Exit on the Left toward Dover/Del Water Gap. Merge onto I-80 Express LN W. I-80 Express LN West becomes I-80W. Merge onto US-46W via Exit 39 toward RT-53/Denville. Take the RT-53 North, Denville (2<sup>nd</sup> right) ramp. Turn right at the bottom of the exit onto E Main ST/NJ-53. Go to 2<sup>nd</sup> light, in the center of town, and make a right onto Diamond Spring Road. Go approximately three quarters of a mile to 230 Diamond Spring Road. NJ Foundation for the Blind is on the right.

**From South Jersey (Route 287):** Take RT-287 North to I-80 West. Merge onto US-46W via Exit 39 toward RT-53/Denville. Take the RT-53 North, Denville (2<sup>nd</sup> right) ramp. Turn right at the bottom of the exit onto E Main ST/NJ-53. Go to 2<sup>nd</sup> light, in the center of town, and make a right onto Diamond Spring Road. Go approximately three quarters of a mile to 230 Diamond Spring Road. NJ Foundation for the Blind is on the right.

**From North West Jersey:** Take I-80 East to Exit 39-Denville (US-46E). At 2<sup>ND</sup> light make a left and a quick right onto Broadway. At 1<sup>ST</sup> traffic light in the center of town, make a left turn on Diamond Spring Road. Go approximately three quarters of a mile to 230 Diamond Spring Road. NJ Foundation for the Blind is on the right.

NJ Foundation for the Blind  
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