



Independent Electrical Contractors of New England

MEETING SPACE RENTAL FORM

IEC New England's training facility is the perfect location for your next business meeting, staff retreat, or class. The facility is conveniently located at 273 Dividend Road in Rocky Hill (2 miles from exit 23 off I-91).

We have 7 rooms available, including a formal conference room. The smallest seats 15 and the largest seats 50. The furniture in the classroom is modular so the room can be set based on your needs. The classrooms are individual rooms with their own doors.

Rental is by the hour, half day or full day. All classroom rental rates included wireless internet access, LCD smart screen, white board, and plenty of free parking. There is no rental fee for IEC New England members.

IEC New England has a full kitchen for your use. Or if you prefer the staff will provide catering suggestions. Contact Patti at Patti@iecne.org to arrange a site visit, check for availability or for more information.

<u>RATES</u>		<u>CHECK DESIRED ROOM</u>	
Hourly	\$70	_____	Division 16 Training Room* Seats 15
Half Day (4 hours)	\$250	_____	Classroom 1 Seats 34
Full Day (8 hours)	\$380	_____	Classroom 2 Seats 26
		_____	Classroom 3 Seats 24
		_____	Classroom 4 Seats 28
		_____	Formal Conference Room* Seats 14
		_____	Large Training Room* Seats 50

All rooms are available between 7:30 am & 5:00 pm Monday-Friday; Starred rooms are available after 5pm (rental increases \$20/hour). Classrooms 1-4 are available after 5pm between the months of May and mid-August.

Rates subject to change

Payment and Contact information (payment must accompany registration)

Check#: _____ (Payable to IEC New England) CreditCard Grand Total\$ _____

Card Number: _____

Exp. Date (MM/YYYY) _____ Security Code _____

Billing Address: Street _____

City: _____ State: _____ Zip: _____

Name as it appears on card: _____

Signature: _____

Company Name: _____ Phone#: _____

Contact Name: _____ Email: _____