



## ROOM RENTAL INFORMATION

Are you looking to rent a room in the Concord, NH area for your next training session, conference or staff meeting? We have meeting rooms available for your next function!

Our Training Center on 2 Whitney Road in Concord, NH features 2 training rooms that are available for rent, subject to availability. Fees are listed below:



### "EVERSOURCE ROOM"

(33'x41', seats up to 40 comfortably with tables)

**Full Day: \$300** (NSC Member Rate \$250)

**½ Day: \$150** (NSC Member Rate \$125)

**Evening: \$100** (NSC Member Rate \$100)

### "ACADIA INSURANCE ROOM"

(19' x 20', seats up to 12 comfortably with tables)

**Full Day: \$175** (NSC Member Rate \$150)

**½ Day: \$100** (NSC Member Rate \$75)

**Evening: \$75** (NSC Member Rate \$50)



*To reserve a room for your next meeting, contact us at:*

National Safety Council of Northern New England

2 Whitney Road, Suite 11

Concord, NH 03301

Local (603) 228-1401 / Toll Free (800) 834-6472 / Fax (603) 230-9795



## FACILITY RENTAL AGREEMENT

**NSCNNE Regional Training Facility, 2 Whitney Road, Suite 11, Concord, NH 03301**

The following are the terms and conditions for the use of the Training Center at 2 Whitney Road, #11, Concord NH, 03301, between the National Safety Council of Northern New England (lessor) and:

\_\_\_\_\_ (Lessee).

While use of the room is open to any organization, meetings cannot conflict with the programs or mission of the NSCNNE. The National Safety Council of Northern New England retains the right to approve or refuse usage.

- Lessee responsible for room setup and clean up. If tables and chairs are moved, they must be returned to their original positions before leaving.
- Lessor not responsible for lost or stolen items.
- No cooking is allowed; however meals can be catered in.
- Caterer must pick up prior to 4:00 p.m. the day of use.
- Use of Council laptops, screens and AV equipment is included.
- Coffee and soda is not included; lessees must provide their own beverages.
- Key for the Training Center must be picked up the day before use from the National Safety Council and returned the day after use at the latest.
- No alcoholic beverages allowed.
- Our facility is a smoke free campus
- Payment must be made prior to rental

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### **Eversource Energy Room Rental Fees:**

Full Day: NSC Member Rate (\$250)  
Half Day: NSC Member Rate (\$125)  
Evening: NSC Member Rate (\$100)

Yet-To-Be-A-Member Rate of (\$300)  
Yet-To-Be-A-Member Rate of (\$150)  
Yet-To-Be-A-Member Rate of (\$125)

### **Acadia Insurance Room Rental Fees:**

Full Day: NSC Member Rate (\$150)  
Half Day: NSC Member Rate (\$75)  
Evening: NSC Member Rate (\$50)

Yet-To-Be-A-Member Rate of (\$175)  
Yet-To-Be-A-Member Rate of (\$100)  
Yet-To-Be-A-Member Rate of (\$75)

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Meeting Title: \_\_\_\_\_

Organization Name: \_\_\_\_\_

Meeting Date(s): \_\_\_\_\_

Contact Person: \_\_\_\_\_

Meeting Times: \_\_\_\_\_  
(beginning through ending)

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

NSC Member #: \_\_\_\_\_  
(Required for NSC Discount)

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

Credit Card #: \_\_\_\_\_ CVC Code: \_\_\_\_\_

**TOTAL DUE: \$** \_\_\_\_\_

Name on Card: \_\_\_\_\_ Exp. Date: \_\_\_\_\_



**Directions to:** 2 Whitney Road, Suite 11, Concord, NH 03301

**From Interstate 93 Northbound**

From I-93 heading north, take exit 17 (Penacook/Boscawen Exit). At the top of the exit ramp, merge right onto US 4 west. Proceed .5 miles and turn left at the Mobil station onto Whitney Road. The entrance to the office is on the right, and designate by a large granite post with a "2". Enter the facility through the main entrance.

**From Interstate 93 Southbound**

From I-93 heading south, take exit 17. At the top of the exit ramp, merge right onto US 4 west. Proceed a few hundred yards and turn left at the Mobil station onto Whitney Road. The entrance to the office is on the right, and designate by a large granite post with a "2". Enter the facility through the main entrance.