

# Conference Room Program



Save more than 50% on  
our beautifully furnished  
conference rooms.

## Conference Rooms

- Large, seats 12
- Medium, seats 10 (*Woburn only*)
- Small, seats 6-8

### Included:

- Internet: wifi and wired
- Ample free parking, covered and uncovered
- Professional receptionist to greet your guests
- Flat-screen monitor, whiteboard, conference phone

## Program Options

### Annual: \$480/month

*Savings of \$560+ each month\**

- 16 hours/month
- \$35/hr for each additional hour

### Month-to-Month: \$560/month

*Savings of \$480+ each month\**

- 16 hours/month
- \$40/hr for each additional hour

## Additional Services

- **Daily kitchen access:** \$10/day (up to six people)  
Includes fresh fruit, healthy snacks, and unlimited coffee and tea (\$20/day for up to 12 people)
- **Professional Services:** \$10/15 minutes  
(word processing, projects, copying, etc.)
- **Printing:** \$10/15 minutes, plus  
\$0.15/black and white page; \$0.99/color page
- **On-site notary:** \$20, by appointment

\*Savings based on 16 hours of Large Conference Room use