

GNFCC

Meeting Space RENTAL GUIDE



Meeting Space Guidebook

Non-GNFCC Members

Companies who are non-members of the Greater North Fulton Chamber are welcome to use our meeting space. Our members enjoy a 25% discount on room rentals throughout our space, and we hope you'll see the value in joining membership to take advantage of this incredible perk as well. If you're a non-member and it's your first time using the GNFCC space, we would like to extend a *one-time* member rate to your company when trying out our facilities for the first time. Reservations for continually renting non-members will be priced at our standard non-member rate.

GNFCC Members

Greater North Fulton Chamber members always enjoy a 25% discount on meeting space rentals. Certain levels of membership include meeting space credit that renews annually with your membership. For more information on these levels of Chamber membership, ask any staff member for assistance.

Why use GNFCC meeting space?

- Dedicated, covered, secured parking for you and your guests
- Complete A/V systems in rooms, including sound/microphones
- Virtual conferencing capabilities
- High-speed internet throughout facility
- Choose the caterer of your choice (GNFCC provides a recommended list)
- Conference tables and chairs included
- Catering tables and built in service bar

Details

- To request a room, complete the **Meeting Space Rental Request Form** on our website @ GNFCC.com. Booking is based on calendar availability with our office on a first come, first serve basis and a completed Facility Use Agreement. Contact Kynley Charles (kcharles@gnfcc.com) or (770) 993-8806 for further details.
- Rooms are available Monday-Thursday, 8:30am-5:00pm and on Fridays from 8:30am-3:00pm. (No weekend meetings/events)
- After business hours events are exclusive to Chairman's Circle Members and cannot use room credit towards after business hour events.
- Rooms are priced by segment, member and non-member pricing listed by room below.
- GNFC staff will set the seating configuration for the largest room. All items brought in - catering, decorations, etc., must be cleaned by the renting party.





Wellstar Community Room

Our largest meeting room, The Wellstar Room, is very versatile and has a retracting glass wall opening into our main lobby. It's maximum capacity accommodates up to 100 guests with 80 seated at tables and 20 overflow chairs around the perimeter of the room. All tables and chairs are wheeled and can be arranged specific to your meeting/events needs. Common configurations include large boardroom, classroom style, discussion pods, and expanded U-shape with isles for larger groups. The Wellstar Room includes dual 85" presentation monitors, podium, presentation chairs, and the use of a full audio/video sound system. A Chamber team member will serve as your meeting concierge offering room set-up, A/V support, member catering recommendations, and secured parking gate code for guests.

A permanent service bar is set in a dedicated alcove for your ease in catering drinks, coffee, snacks, or meal service. Additional catering tables or registration/check-in tables available.

INCLUDES: USB/C converter and HDMI cables. Portable white board, markers and easels available upon request (flip charts not included).



Member Pricing:

RENTAL FEE: \$500 PER SESSION

MORNING SESSION: 8:30-11:00 AM

LUNCH SESSION: 11:00-2:00 PM

AFTERNOON SESSION: 2:00-5:00 PM

FULL-DAY RENTAL: 8:30 AM-5:00 PM - **\$1,000**

Non-Member Pricing:

RENTAL FEE: \$625 PER SESSION

MORNING SESSION: 8:30-11:00 AM

LUNCH SESSION: 11:00-2:00 PM

AFTERNOON SESSION: 2:00-5:00 PM

FULL-DAY RENTAL: 8:30 AM-5:00 PM - **\$1,250**



Northside Boardroom

Our most exclusive meeting room, the Northside Boardroom, has seating up to 18 at an executive board table-additional guests can be accommodated around the perimeter as needed. This room features an audio/video sound system with dual 75" presentation monitors providing projection from a personal device through ClickShare wireless technology. This room also has video conferencing capabilities with an HDMI connection through Teams or Zoom apps. A Chamber team member will serve as your meeting concierge offering room set-up, A/V support, member catering recommendations and secured parking gate code for guests.

Rental of this executive meeting space includes full use of a dedicated coffee and cold beverage bar. Catering can be set up immediately outside the room in the executive wing.

INCLUDES: USB/C converter and HDMI cables. Portable white board, markers and easels available upon request (flip charts not included).



Member Pricing:

RENTAL FEE: \$500 PER SESSION

MORNING SESSION: 8:30-11:00 AM

LUNCH SESSION: 11:00-2:00 PM

AFTERNOON SESSION: 2:00-5:00 PM

FULL-DAY RENTAL: 8:30 AM-5:00 PM - **\$1,000**

Non-Member Pricing:

RENTAL FEE: \$625 PER SESSION

MORNING SESSION: 8:30-11:00 AM

LUNCH SESSION: 11:00-2:00 PM

AFTERNOON SESSION: 2:00-5:00 PM

FULL-DAY RENTAL: 8:30 AM-5:00 PM - **\$1,250**



Small Conference Rooms

Choose from four 6-8 person member sponsored conference rooms, The Community Foundation for Northeast Georgia room, IBEX, Georgia Power, and the Awesome Alpharetta room. Each room has a 65" presentation monitor with projection from a personal device through ClickShare wireless technology. Each room also has video conferencing capabilities with HDMI connection through Teams or Zoom apps. A Chamber team member will serve as your meeting concierge offering room set-up, A/V support, member catering recommendations and secured parking gate code for guests.

Rental of this executive meeting space includes full use of a dedicated coffee and cold beverage bar. Catering can be set up immediately outside the room in the executive wing.

INCLUDES: USB/C converter and HDMI cables. Portable white board, markers and easels available upon request (flip charts not included).



Member Pricing:

RENTAL FEE: \$250 PER SESSION

MORNING SESSION: 8:30-11:00 AM

LUNCH SESSION: 11:00-2:00 PM

AFTERNOON SESSION: 2:00-5:00 PM

FULL-DAY RENTAL: 8:30 AM-5:00 PM - **\$500**

Non-Member Pricing:

RENTAL FEE: \$315 PER SESSION

MORNING SESSION: 8:30-11:00 AM

LUNCH SESSION: 11:00-2:00 PM

AFTERNOON SESSION: 2:00-5:00 PM

FULL-DAY RENTAL: 8:30 AM-5:00 PM - **\$625**



GNFCC Parking Details

Greater North Fulton Chamber
10000 Avalon Blvd, Suite 100, Alpharetta, GA 30009 | 770-993-8806

From GA-400, the Chamber is located in Avalon off First Street in the 10000 building overlooking Old Milton Parkway.

Covered Deck Parking – “8000 & 10000 Parking Deck”

- Our deck offers both public parking and secured parking. Secured visitor parking requires gate code access provided by the Chamber.
- To access secured parking through the visitor gate **make an immediate TIGHT right** as you enter the parking deck and enter gate code provided.
- Be mindful NOT to park in a spot that says ‘Reserved’ or is marked for another business.
- Be patient if a line forms getting through the visitor gate. If you have trouble with the code, press the call button to let security know you are here for a Chamber event.
- Access the Chamber through the covered walkway alongside the green space to the right of the parking deck.

