

..3 Easy Ways to

Book Your Conference:

Check-out our **Web Site:**

ConferenceCenter.NRECA.coop or find us under getting things done via *LiveWire*

Call **Charla** at 703.907.5939

or **Email** us:

ConferenceCenter@NRECA.coop



CHARLA YOUNG

Sr. Tenant—Client Services Coordinator

NRECA

4301 Wilson Boulevard
Arlington, VA 22203-1860
Phone: 703.907.5939
Fax: 703.907.6885

Email: ConferenceCenter@NRECA.coop
Web Site: ConferenceCenter.NRECA.coop



**NRECA
Conference
Center**
*Arlington's Convenient
Conference Solution*



*Owned & Operated by
National Rural Electric
Cooperative Association*

NRECA Conference Center

Facilities



- ⇒ 7,000+ square feet of superior meeting space
- ⇒ Located only 5 miles from Washington, DC in Arlington, Virginia
- ⇒ On-site catering
- ⇒ Provide one, two or three conference rooms with separate break areas

Services & Amenities

The following audio/visual items are available: LCD projectors, flip charts, TV/VCR with cart, easels, overhead projectors, slide projectors, screens, wireless and hand-held microphones and a selection of podium styles.

- ⇒ *NRECA staff is available around the clock for client assistance.*

Catering

Our Catering Facility, located in the Conference Center, includes warming/cooling walk-in units, microwaves and an ice-machines.



A few of our popular vendors are:



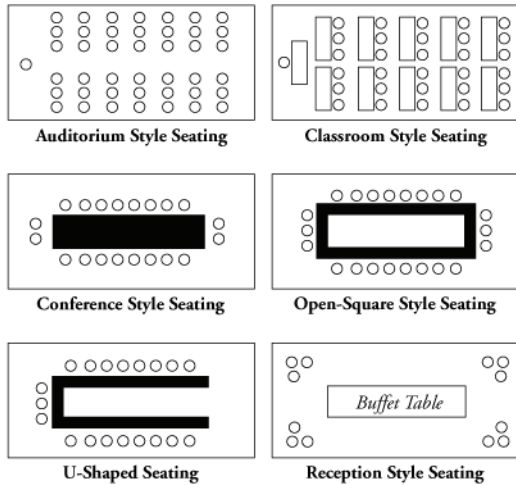
On-Site Catering Company

Mary's Café / Ballston Café & Caterers
4301 Wilson Boulevard
Arlington, VA 22203-1867
Toll Free: (866) 759—2619

NRECA Conference Center

Seating Styles

Spacious and flexible seating styles include classroom, auditorium, reception, conference or open-square.



Conference Center Layout



FACILITIES		Maximum Occupancy			
Room	Sq. Foot	Audi-toriu-m	Sq. Class-room	"U"	
CC1/2/3	4,375	550	n/a	200	n/a
CC1	2,500	250	70	120	50+ Auditorium Style for 50
CC2	1,100	80	35	40	34+ Auditorium Style for 20
CC3	775	65	28	28	25
CC4	4,375	60	20	24	18
CC5	2,500	60	20	24	18

*Maximum Occupancy numbers are for basic setup only (tables, chairs, podium). Setup which include audio visual, additional tables for food or materials, etc., will be for less participants than listed due to space required for these additional items. "N/A" indicated that this setup style is not appropriate for the space listed due to size and span of the room.

SERVICES & AMENITIES

Chairs	Red	Blue	Plastic
Tables	5 ft. Rectangular	8 ft. Rectangular	Table Cloths & Skirts Available
Stage	24 ft. x 8 ft. x 15 in.		
Presentation	Sign Stands	Flip Charts	Easels
Audio/Visual	LCD Projectors	TV/VCR with cart	Overhead Projectors
	Slide Projectors	Various Podium Styles	Wireless & Hand-held Microphones
	Screens		

Location The NRECA facility is located at 4301 Wilson Boulevard in Arlington, Virginia, 10 minutes from Washington's Reagan National Airport, 15 minutes from Union Station and 20 minutes from Dulles International Airport. NRECA is easily accessible by the city's Metro system (Ballston stop), the conference center is surrounded by a choice of hotels, restaurants and shops.

Arlington Conveniences

Within walking distance is Ballston Mall, which provides a variety of dining options as well as interesting recreational opportunities for conventioners. Attendees can choose from one of the nearby restaurants that include Thai, American, Italian, diner fare and Mexican.

Parking

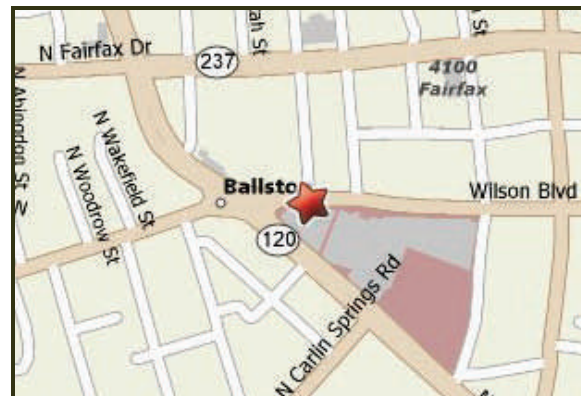
Parking can be accommodated just across the street at Ballston Commons Mall in the Ballston Public Parking Garage, located at 665 North Glebe Road. Rates are \$1 for the first three hours Monday—Friday, with a daily maximum of \$8; \$1 after 6 p.m. Monday—Friday; and only \$1 all day and all night on the weekends.

Parking is available on a limited basis in our building from the Taylor Street ramp. Rates start at \$3.00 per hour, with a maximum of \$7.00 per day. Two shuttle elevators operate from each garage level to the Plaza Lobby.

Access for the Disabled

The NRECA building and Conference Center meet all ADA requirements and are completely accessible to the disabled.

DIRECTIONS—>



From Metro's Orange Line

Exit at the Ballston station. Take escalator to street level (corner of Fairfax Drive and Stuart Street) and turn right toward Stuart Street. Cross Stuart St., walk one block ahead to Taylor St. and turn left. NRECA is the last building on the right at the corner of Taylor St. and Wilson Blvd. The main entrance is on Taylor St. Look for our name on the building above the doors.

14th Street Bridge (from Washington D.C.)

Take the 14th Street Bridge and you can either exit to 110 north and follow signs for 66 West (see directions below) or:

Follow signs for Route 27 or Washington Blvd. The Pentagon is to your right and I-395 runs parallel on your left. As you begin to exit onto Route 27 (Washington Blvd.) stay in the left lane; the right lane exits onto Columbia Pike. Go under Route 50 and enter a residential area. Turn left onto Tenth St. (about a mile). Turn left onto Wilson Blvd. (second light). One block past the Ballston Mall, turn right on Taylor St. and left into our parking garage. If you pass Glebe Road you have gone too far.

I-95/395 North (from points south of Ballston)

From I-95 North to I-395 North, take the Glebe Road exit north (about 10 miles inside the beltway). Follow Glebe Road to Wilson Blvd. (about 2 miles). Turn right onto Wilson Blvd. and turn left at the first intersection onto Taylor St. Turn left into our parking garage.

I-66 West (from Washington D.C.)

From the Key Bridge or Roosevelt Bridge Constitution Ave. or 110, follow signs for I-66 West. Take the Glebe Road / Ballston exit and turn left onto Glebe Road. Turn left onto Fairfax Drive. Turn right on Taylor St. (first light). We are the last building on the right on Taylor Street before it dead-ends into Wilson Blvd. Turn right into our building parking garage.

I-66 East (from points west of Ballston)

From I-66 East, take the Fairfax Drive Glebe Road exit (exit 71). The road you exit onto is Fairfax Drive. Stay on Fairfax Drive. Turn right on Taylor St. (3rd light). We are the last building on the right on Taylor Street. Turn right into our building parking garage.