

Rush Center Annex Address: 328 Mell Avenue
Suite B
Atlanta, GA 30307



The Event Room:

- 75 chairs (navy)
- 20 rectangular tables (2ft wide X 5.5ft long)
- 10 round banquet tables (60 inch diameter)
- 1 overhead projector with laptop/tablet connectivity. ****your device must have an HDMI port****
- 1 p/a system with single microphone set-up and two speakers
- 1 podium with microphone stand

The Conference Room:

- 15 chairs (navy)
- 1 large executive conference table
- 1 conference phone
- 1 dry erase board (4ft X 6ft)

The Training Room:

- 25 chairs (black)
- 6 rectangular tables (2ft wide X 5.5ft long)
- 2 dry erase boards (4ft X 6ft)
- 1 large screen monitor with laptop/tablet connectivity

PRIVATE EVENT RATES:

\$50.00 per hour/per room
\$150.00 per hour for entire Annex

NON-PROFIT RENTAL RATES:

\$25.00 per hour/per room
\$75.00 per hour for entire Annex

****ALL RENTALS REQUIRE A SEPARATE CLEANING DEPOSIT OF \$100.00. THIS CLEANING DEPOSIT IS COMPLETELY REFUNDABLE IF THE SPACE AND/OR EQUIPMENT HAVE NOT BEEN DAMAGED DURING YOUR RENTAL AND ALL CLEANING POLICIES ARE FOLLOWED BEFORE THE END OF YOUR RESERVATION.**

Address:

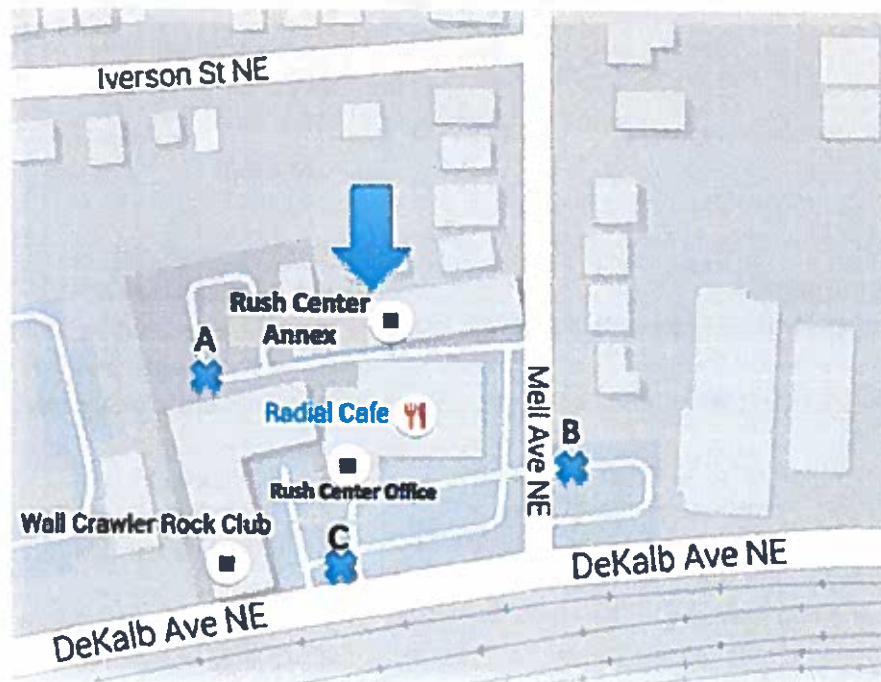
Community Meeting Annex
328 Mell Avenue
Suite B
Atlanta, GA 30307

Administrative Office
1530 Dekalb Avenue
Suite A
Atlanta, GA 30307

***Our community meeting annex is located in the building directly behind our administrative office. Please use the above Annex address for all fliers/invitations to your programming. ***

Parking:

The Rush Center has free on-site parking in three lots around Candler Park Connection (see map below). Visitors attending events/meetings/programming in the Annex Building should utilize **lot A**, located behind the administrative building. If that lot is full please consider **lot B**, located at the intersection of Mell Ave and Dekalb Avenue. Anyone visiting the staff offices of organizations housed at The Rush Center should to use **lot C**, located at the front of the administrative building.



MARTA: We are located one block east of the Edgewood/Candler Park train station. After crossing through the train station gates, turn right and continue over the skywalk that crosses Dekalb Avenue. Once you have exited the station, go east down Dekalb Avenue towards downtown Decatur. We are located on the left corner of the next block, which is Dekalb Avenue and Mell Avenue.