

## Event Annex Address:

**328 Mell Avenue  
Suite B  
Atlanta, GA 30307**



### The Event Room:

- 90 chairs (black)
- 20 rectangular tables  
(Dimensions: 2ft wide X 5.5ft long)
- 5 round tables  
(Dimensions: 60 inches in diameter)
- 1 overhead projector\*\* connected to a receiver with 4-speaker surround sound
- 1 Blu Ray/DVD player
- 1 P/A system with up to 3 mic set-up (must be rented separately).

### The Conference Room:

- 10 chairs (navy cushions)
- 1 large executive conference table
- 1 charging station
- 1 dry erase board (4ft X 6ft)

### The Training Room:

- 20 chairs (navy cushions)
- 6 rectangular tables  
(Dimensions: 2ft wide X 5.5ft long)
- 2 dry erase boards (4ft X 6ft)
- 1 large screen monitor\*\*

\*\*Your laptop and/or tablet device must have an HDMI port to connect to our projector and monitor.  
We do not provide adaptors for laptop and/or tablet devices to connect to our A/V equipment\*\*

**ALL RESERVATIONS AT THE RUSH CENTER REQUIRE A SEPARATE CLEANING DEPOSIT OF \$100.00 TO BE LEFT ON FILE DURING YOUR RENTAL OF THE SPACE. YOUR CLEANING DEPOSIT IS COMPLETELY REFUNDABLE IF THE SPACE AND/OR EQUIPMENT HAS NOT BEEN DAMAGED DURING YOUR RENTAL AND ALL CLEANING POLICIES/CLOSING PROCEDURES ARE FOLLOWED AT 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.