

3640 MAIN STREET LLP

3640 Medical Arts & Conference Center



3640 MAIN STREET, LLP

983 Page Boulevard
Springfield, MA 01104

413-746-6200
Fax: 413-746-3906

Conference Center provides 2,500 square feet of flexible conference, seminar and meeting space.

Conveniently located in the heart of Springfield's North End Medical Community:

- 1/2 mile from Baystate Medical Center
- 1 mile from Mercy Medical Center

Multiple configurations available to accommodate:

- Business Meetings
- Training
- Recruiting
- Interviewing
- Workshops/Seminars
- Staff Meetings
- Classroom Instruction
- Board Meetings

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State-of-the-Art Conference Rooms...

Conference Room A

(750 sq. ft.)

Accommodates up to 30 Attendees



- High-speed WiFi Access
- Television Available
- Ample Parking

Conference Room B

(1,750 sq. ft.)

Accommodates up to 60 Attendees



Conference Room Rates

Conference Room A

(Accommodates up to 30 Persons)

1-3 hrs (daytime): \$100.00
Full Day Rate (9:00 am-5:00 pm): \$175.00
Evening Rate (5:00 pm-10:00 pm): \$175.00

Conference Room B

(Accommodates 30 - 100 Persons)

1-3 hrs (daytime): \$200.00
Full Day Rate (9:00 am-5:00 pm): \$300.00
Evening Rate (5:00 pm-10:00 pm): \$300.00

Please see attached Meeting Room Seating Configurations for illustration of various layouts. Meeting Room configuration will be in classroom style unless otherwise specified at time of reservation.

Cancellation Policy: **Cancellations required 24 hours prior to reservation.**

Conference room must be left clean (coffee cups, papers, etc. disposed of in trash containers), otherwise an additional cleaning fee will be assessed:

Conference Room A: \$50.00
Conference Room B: \$100.00

IMPORTANT NOTE:

We request that all conference room attendees park in the area of the parking lot along Main Street immediately behind the 3550 Main Street sign and walk to 3640 Main Street. Please see spaces outlined in red for parking area for the conference center. The parking areas in front of 3640 Main Street are reserved for patients and tenant staff members.



TO RESERVE SPACE: 413-746-6200
EMAIL: JULIE@ATLANTIC-CAPITAL-INVESTORS.NET

Reservation Request

3640 MAIN STREET, LLP

983 Page Boulevard
Springfield, MA 01104

413-746-6200 ~ Fax: 413-746-3906

Date of meeting: _____ Duration: _____

Name of Organization/Group: _____

Representative/Contact: _____

Mailing Address: _____

Telephone: _____ Email: _____

Room Requested: (Check one):

_____ Conference Room A (Up to 30 Attendees) _____ Conference Room B (Up to 60 Attendees)

Desired seating set up: _____

Anticipated Attendance: _____

A deposit is required to hold the room.

Cancellation Policy: **Cancellations required 24 hours prior to reservation date.**

Conference rooms must be left clean (coffee cups, papers, etc. disposed of in trash containers), otherwise an additional cleaning fee will be assessed.

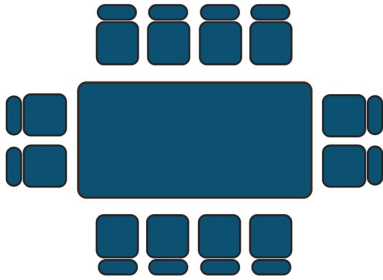
Authorized Signature: _____ **Date:** _____

Printed Name: _____

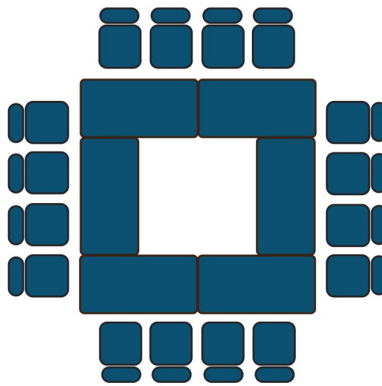
Please return request by email to Julie@Atlantic-Capital-Investors.net or Fax to 413-746-3906.
Confirmation of reservation will be sent by email.

MEETING ROOM CONFIGURATIONS

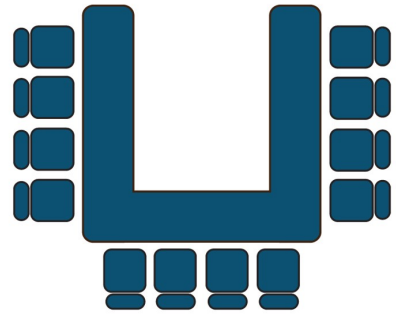
CONFERENCE STYLE



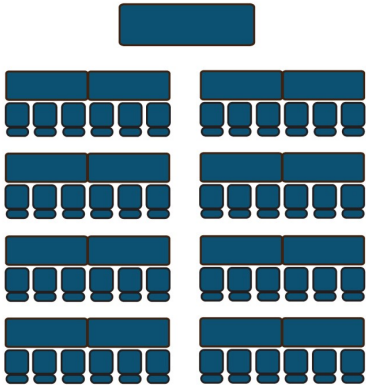
HOLLOW SQUARE



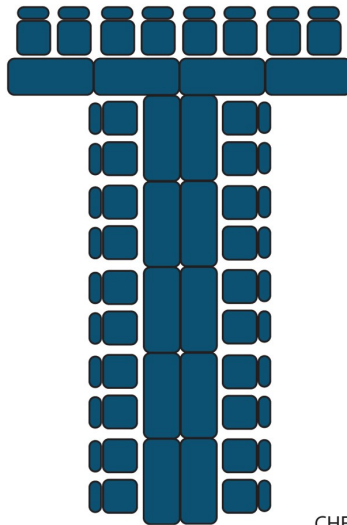
U-SHAPE



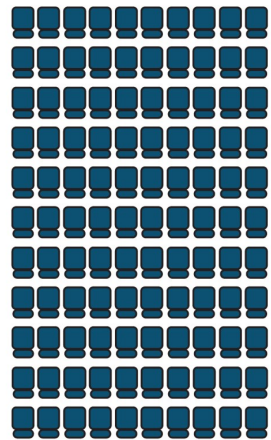
CLASSROOM



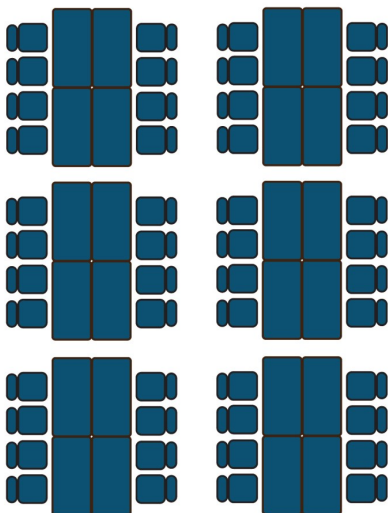
T-SHAPE



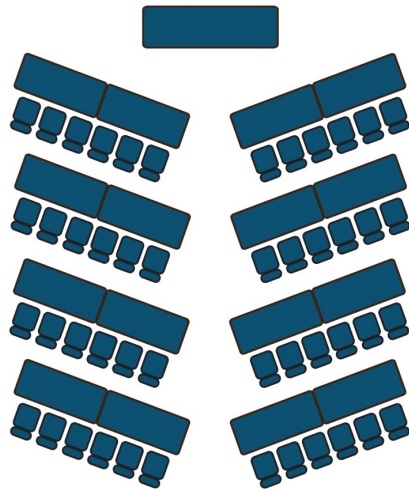
THEATRE

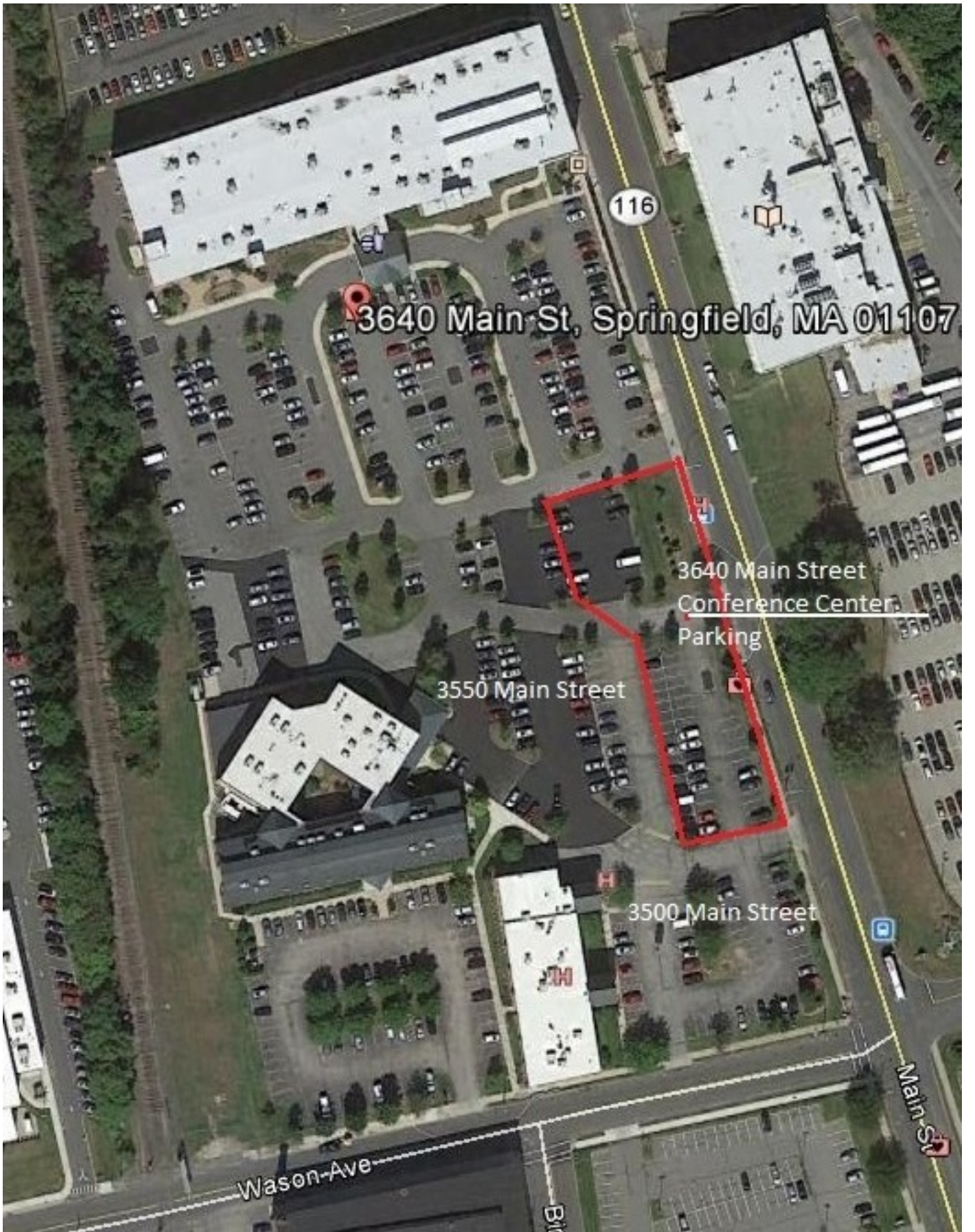


MINI CONFERENCE



CHEVRON CLASSROOM





3640 Main St, Springfield, MA 01107

3640 Main Street
Conference Center
Parking

3550 Main Street

3500 Main Street

Wason-Ave

Main St

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