



## Amenities

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- Wireless internet access available throughout the building
- 106 parking spaces
- Catering Services available
- Nonprofit Use: 10% room rental reduction
- WCU Alumni Use: 10% room rental reduction

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*We look forward to helping you  
plan your next event!*

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WEST CHESTER UNIVERSITY  
**FOUNDATION**  
— Student Success Is Our Mission —

202 Carter Dr.  
West Chester, PA 19382

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**Events Phone:** 610-430-4150

**Email:** [events@wcufoundation.org](mailto:events@wcufoundation.org)

**Online:** [www.wcufoundation.org/rent](http://www.wcufoundation.org/rent)

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[www.wcufoundation.org](http://www.wcufoundation.org)

## Fees

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A \$40 AV charge will apply, if used. Additionally, custodial and material fees may apply to all room rentals. Please contact our Events Manager for details.

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West Chester University  
Alumni & Foundation Center

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*Conference, Banquet  
and Meeting Rentals*



# CONFERENCE, BANQUET AND MEETING SPACES



## Ballroom

The Foundation's Ballroom is a flexible space that can be used for formal banquet dinners or theatre style meetings. The room can be divided into two smaller rooms depending on your event needs. Amenities include AV with two 12' screens & projector, podium & microphone, conference phone and Wi-Fi.



## Board Room

With seating for up to 18 people, the Foundation's Board Room is the perfect spot for your next meeting. This room has a conference phone, plasma screen and is AV compatible.

Capacity: 18  
17' x 24'

\$150 Full Day  
\$25 Per Hour



## Library

The Foundation's Library is an intimate space designed for a small dinner or meeting. Amenities include a working gas fireplace, living room style furniture and podium.

### Dinner

Capacity: 40  
27' x 33'

\$300 Full Day  
\$175 Half Day

### Theater

Capacity: 75  
27' x 33'

\$300 Full Day  
\$175 Half Day



## Ballroom (continued)

### Room A or B

Capacity:  
100 seated dinner  
140 theatre style

41' x 27'

\$500 Full Day  
\$250 Half Day

### Rooms A & B

Capacity:  
200 seated dinner  
280 theatre style

83' x 54'

\$750 Full Day  
\$400 Half Day

