



Newburyport Meetings & Events



331 High Street
Newburyport, MA 01950
978-518-2108 • www.CityofNewburyportEvents.com
cmanning@cityofnewburyport.com

Newburyport Senior/Community Center

Great Location • Exceptional Service • Affordable Pricing

RECEPTIONS & EVENTS

- Community Room accommodates large celebrations up to 168 guests
- Large Windows, landscaped patio
- Wet bar, stage
- Sound system, microphones, projector
- Commercial kitchen
- Flexible catering options
- Rooms available for smaller events, such as, showers, social gatherings or celebrations

MEETINGS & CONFERENCES

- Variety of room types and sizes available, allowing for breakout sessions
- Bright rooms with windows, blackout shades available if needed
- Set up specific to your needs
- Knowledgeable staff to assist
- Audio/Visual equipment, including LCD projectors, microphones and wireless internet
- Commercial kitchen



Meeting and Event Facilities

The Newburyport Senior/Community Center (SCC) offers a variety of rooms which can accommodate both meetings and events. Contact us to find out what space would be the perfect choice to meet your needs.



COMMUNITY ROOM A & B AND DINING ROOM/KITCHEN

With 3,380 sq. ft. of space, this room features seating for up to 168 guests, patio access, sound system, microphone, LCD projector, screen, podium, stage and use of Commercial Kitchen space.

COMMUNITY ROOM A

Offers 1,338 sq. ft. of meeting space, patio access, sound system, microphone, LCD projector, screen and stage.

COMMUNITY ROOM B

Offers 1,227 sq. ft. of meeting space, patio access, large bright windows and sound system.

DINING ROOM/KITCHEN

Offering 815 sq. ft. of space, this casual room abuts our kitchen space and is ideal for a small banquet. The dining room can accommodate up to 40 people.



BOARDROOM

A professional meeting room, the Boardroom seats 20-25. Featuring conference table seating, padded chairs, LCD projector and white board.

COMPUTER LAB/ART ROOM

Meeting and training room, seats up to 40, tables, chairs, LCD projector, white board and sink.

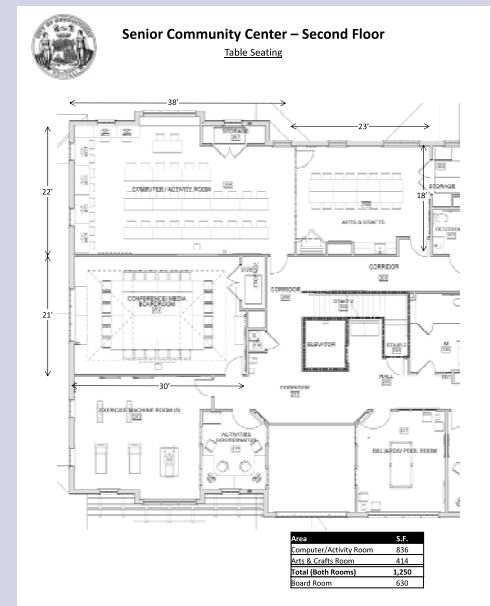
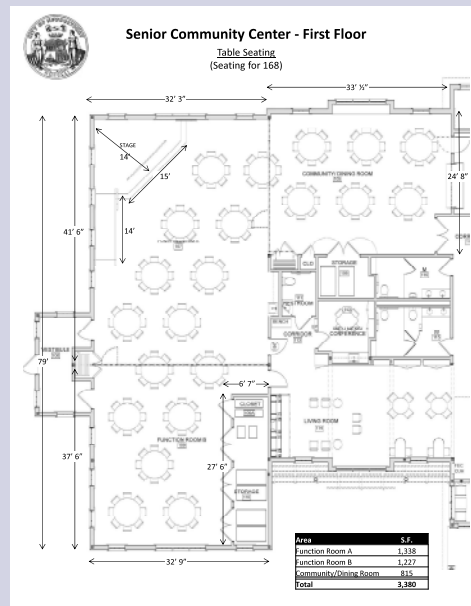
COMPUTER LAB

Meeting and training room, seats up to 30, tables, chairs, LCD projector and white board.

ART ROOM

Intimate room, seats 16 for meetings or events, tables, chairs, sink.

FLOOR PLANS



Additional Information



TABLE AVAILABILITY

- (21) 5' Diameter Round Tables (seating for 6-8 per table)
- (5) 8' Rectangular Tables
- (4) 6' Rectangular Tables
- (3) 5' Rectangular Tables
- (4) 37" x 37"
- (5) 34" x 34"

SET UP, CLEANUP AND DECORATING

SCC staff will set up and break down any tables, chairs and staging needed for events. SCC staff will handle the removal of trash and final clean-up of kitchen, bathrooms and floors. Renters will be responsible for bringing in and removing any decorations needed, table linens and food & beverage. Items cannot be taped or tacked to the walls, however, we will be happy to help you achieve the desired look for the room with our built-in hanging system.

RESERVATIONS

Weekend reservations may be made 8:00 a.m. to 10:00p.m. (*times vary for other days of the week*). There is a 2 hour minimum for weekend reservations.

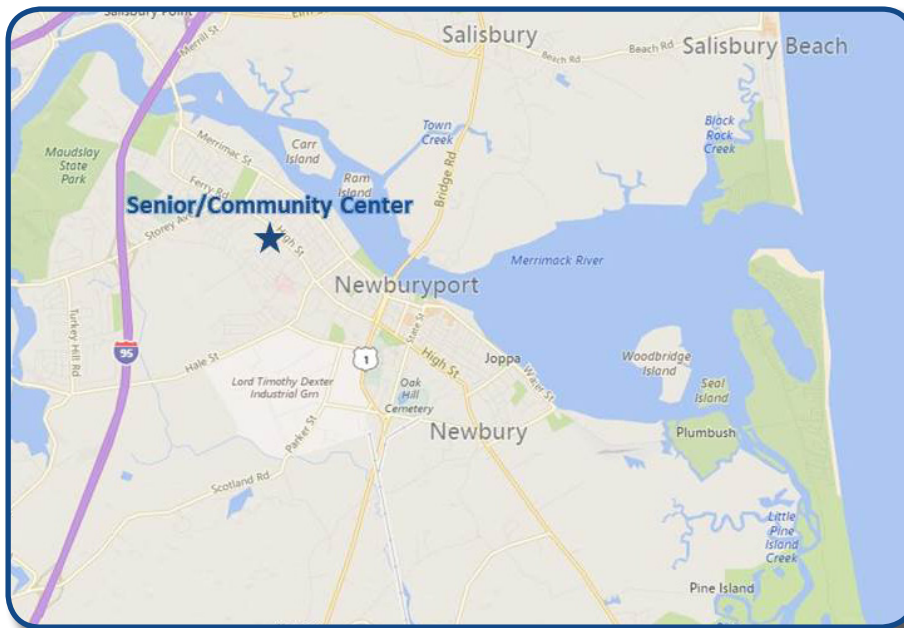
Pricing to rent space is based on what room(s) are being used along with the day of week in which the spaced is used and designation of renter (Private/Non-Commercial/Funds Raised/No Funds Raised).

One hour of set up time is complimentary; any additional time needed for set up may be arranged for \$50 per hour. A 50% down payment is required to make a reservation. Final payment is due 30 days prior to the event. Please email Christina Manning at cmanning@cityofnewburyport.com for availability and rates.



Facility Location

Located on the southern bank of the Merrimack River, the City of Newburyport offers charming event spaces for a memorable meeting or celebration. The Newburyport Senior/Community Center boasts two Community Rooms—Rooms A and B, which can be combined—as well as a Dining Room and kitchen facilities. The adaptable event spaces are ideal for any type of event. Whether you're having a small gathering or a larger celebration, Newburyport Senior/Community Center can help bring affordability and personalization to your event.



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