

CARR WORKPLACES

Old Town

211 N Union Street | Suite 100
Alexandria, VA 22314

Legend



Meeting Room



Business Center



Café



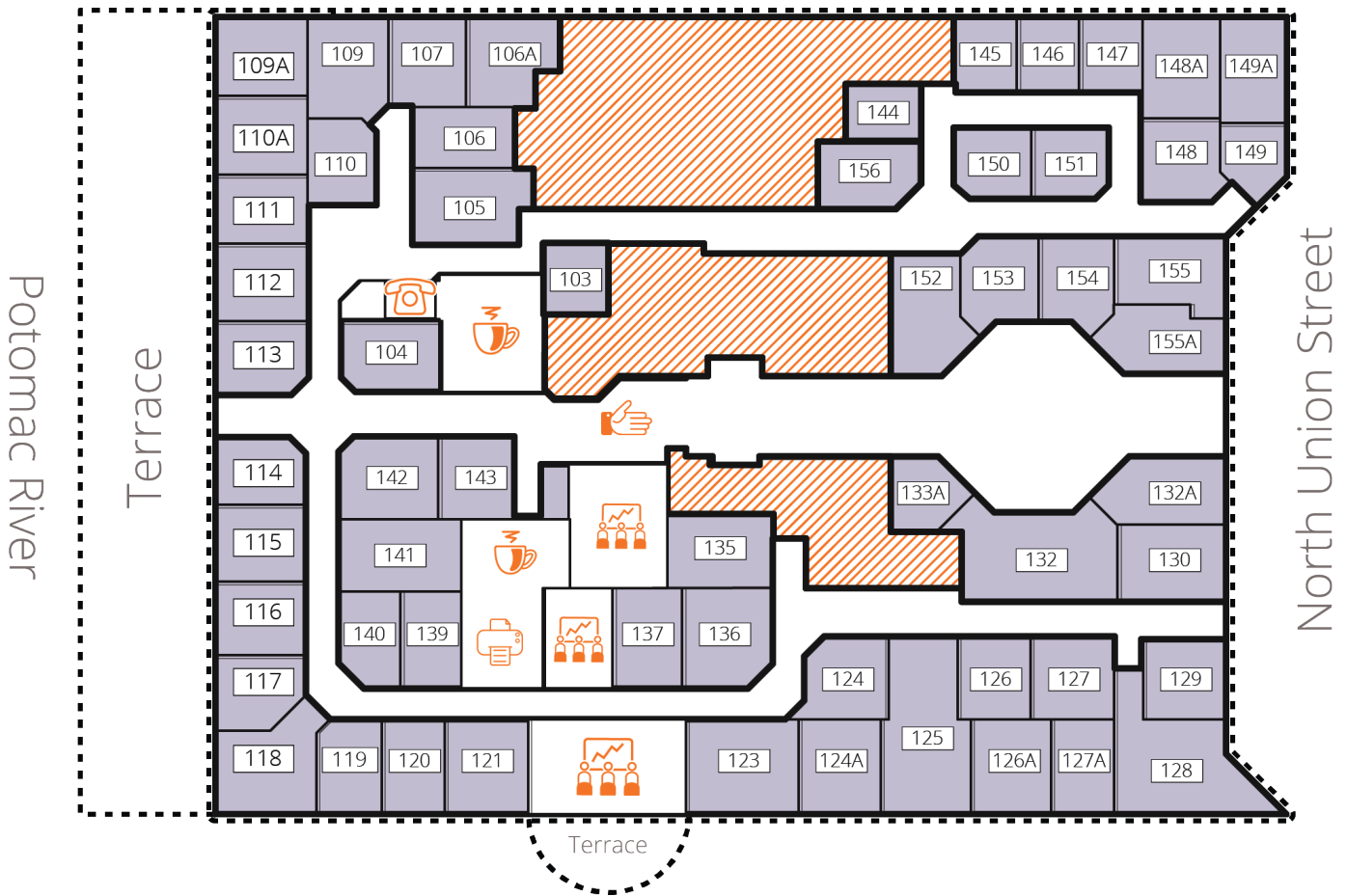
Elevators



Concierge



Phone/Wellness Room



Amenities

- Covered adjacent parking
- Offices with waterfront views
- Adjacent to hotel accommodations
- Walk to Historic Old Town
- Walk to Potomac River Waterfront

703.647.7400 | OldTown@carrworkplaces.com

Meeting Rooms at Old Town

Name	Description	Capacity	Member Rates		Non-member rates	
			Hourly	Daily	Hourly	Daily
Torpedo	Meeting	up to 12	\$80.00	\$480.00	\$100.00	\$600.00
Potomac	Meeting	up to 10	\$70.00	\$420.00	\$90.00	\$540.00
Selke	Meeting	up to 6	\$50.00	\$300.00	\$70.00	\$420.00
Day Office	Private	1 to 2	\$20.00	\$120.00	\$40.00	\$240.00

Included Amenities



High speed internet access



Self-serve gourmet coffee & filtered water



Flip charts & whiteboards



Pens & stationery pads

Additional Options

- Full-service catering & beverage service*
- LCD projector & presentation support
- Audio conferencing

All reservations are subject to availability.

**In-room beverage service required for 10+ people.*

Members: 1 hour minimum reservation. Non-members: 2 hour minimum reservation.

Cancellation Policy:

Members can cancel up to 24 hours before the start of the meeting with no charge. Non-members can cancel up to 72 hours before the start of the meeting with no charge. Reservation changes are subject to additional charges.

All reservations before 8:30am or after 5:00 pm must be coordinated with a center team member and are subject to additional charges.