



Amenities

- 24/7 concierge and security
- On-site fitness center
- On-site valet parking
- Close to dining, hotels and spa
- 2 blocks from The White House and Metro Center Station
- Just steps from the new National WWI Memorial in Pershing Park

Meeting Rooms at The Willard Offices

Name	Description	Capacity	Members		Non-member rates	
			Hourly	Daily	Hourly	Daily
Pershing	Meeting	up to 20	\$100.00	\$600.00	\$120.00	\$720.00
Willard	Meeting	up to 10	\$80.00	\$480.00	\$100.00	\$600.00
Jefferson	Meeting	up to 5	\$60.00	\$360.00	\$80.00	\$480.00
Day Office	Private	1 to 2	\$25.00	\$150.00	\$45.00	\$270.00

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.