The Richmond Center features multiple classrooms, a dedicated boardroom, and a large lounge area. All classrooms provide flexible space with mobile furniture and state of the art technology.

**MONUMENT**
- Seats
  - 40 classroom style
  - and 54 in pods of 6
- Two 75” flat screens, glass white board

**MAIN STREET**
- Seats
  - 40 classroom style
  - and 34 in pods of 6
- Two 65” flat screens, glass white board

**TREDEGAR**
- Seats
  - 16 classroom style
  - and 8 boardroom
  - One 55” flat screen, glass white board

**MAGGIE WALKER**
- Seats
  - 16 at table
  - Two 55” flat screens, glass white board

**LEWIS GINTER**
- Seats
  - 32 classroom style
  - and 32 in pods
  - Two 65” flat screens, glass white board
  - Three white boards
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**FACILITY LOGISTICAL SUPPORT**

$300 per room, per day

Includes use of classroom between the hours of 8am-5pm, use of instructor computer and projection system, custom signage, and access to secure Wi-Fi.

**FOOD & BEVERAGE FEE**

$75 per room, per day

This fee is added when the classroom use involves the distribution of food and/or beverages to event participants. Includes the clean up and disposal of food supplies, wiping down surfaces, trash removal and carpet maintenance.

**VIDEO CONFERENCE EQUIPMENT**

$100 per room, per day

Mounted camera and Microphone (not available in all rooms)

2810 N Parham Rd, Suite 300
Henrico, VA 23294
804.662.7288
https://richmond.vt.edu/