



**Cost for Facilities Usage as of January, 1, 2009** *(Revised July 17, 2009)*

**Peninsula Workforce Development Center and Discovery Center**

(600 Butler Farm Rd, Hampton, 5308 Discovery Park Blvd, Williamsburg)

*For Hampton facilities (H) availability contact Barbara Carreca-Hodges  
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*For Williamsburg facilities (W) availability, contact Michelle Manfred  
Phone: 757-345-2855, Fax: 757-345-2942, email: [Manfredm@tncc.edu](mailto:Manfredm@tncc.edu)*

**(H) Conference Center**      **Full Day - \$575.00**      **Half Day - \$375.00**  
(Capacity- 240 people with chairs only, 130 people with rectangle tables and chairs,  
126 people with round tables and 7 chairs per table)

**Each Section of Conference Center**    **Full Day - \$275.00**    **Half Day - \$175.00**  
(Capacity – 60 people with chairs only, 40 people with rectangle tables and chairs)

**(W) Large Computer/Training Rooms**      **Full Day - \$250.00**      **Half Day - \$175.00**  
(Capacity – 38 people) There are 2 rooms located at the Discovery Center in Williamsburg.

**(H) Small Training Rooms**      **Full Day - \$200.00**      **Half Day - \$125.00**  
(Capacity – 12 people)

**(H) Industrial/Manufacturing Lab**    **Full Day - \$500.00**      **Half Day - \$275.00**  
(Capacity -30 people)

**(H) Executive Board Room**    **Full Day - \$200.00**      **Half Day – 125.00**  
(Capacity – 12 people)

**Most rooms come with Smart Board and/or White Board,  
DVD player, printer and mounted projector.**

**Other costs for both (W) Williamsburg and (H) Hampton facilities:**

- \$25 per hour charge for events after 5pm and weekend facilitator coverage.
- \$18 per hour for custodial staff if required.
- \$25 per hour for computer and audio visual technicians
- All direct costs or expenses incurred by TNCC for personnel, set-up, and technical support as well as consumables will be passed on to the customer.

**Note:** All government departments of the six sponsoring jurisdictions (City of Hampton, City of Newport News, Poquoson, James City County, York County and Williamsburg) will be given a discount of 50% of the standard fees. Direct costs still apply.

**Also available:**    Easels (Paper and markers have extra fee.)      Coffee Service - \$25.00 per day