

FORT WORDEN MEETINGS

Venues - Quick Guide



VENUE	CAPACITY CLASSROOM / THEATER	DAY RATE 2024/2025 MAY 1 - SEP 30 / OCT 1 - APR 30
THE COMMONS: ROOM B OR C*	35 / 60	\$425.84 / \$309.31
THE COMMONS: ROOM A OR D*	65 / 120	\$738.12 / \$506.14
204: UPPER WING, NORTH OR SOUTH	75 / 120	\$425.84 / \$309.31
204: LOWER WING, NORTH OR SOUTH**	65 / 100	\$340.67 / \$224.95
SCHOOLHOUSE: 8 ROOMS (5 LARGE, 3 SMALL)	12 - 40	\$141.95 / \$106.85
SEMINAR	35	\$283.89 / \$253.07
USO	125 / 200	\$738.12 / \$534.26
JFK	100 / 180	\$652.96 / \$506.14
CHAPEL	90 / 160	\$652.96 / \$506.14

*The Commons rooms are separated by retractable walls. Rooms may be combined for capacity up to 350.

**The 204 Lower South Wing has 4 breakout rooms of varying capacities included in the standard room fee.

USO, JFK, & The Chapel all have stages of varying height

SERVICES	PRICING
BASIC SETUP (TABLES & CHAIRS)	INCLUDED
A/V MEETING PACKAGES	\$50 - \$200
COFFEE & TEA SERVICE, IN-ROOM	\$4 PER PERSON
CATERING: BOXED, IN-ROOM, OR MESS HALL	VARIABLES

Planning a larger event or retreat? Ask us about our full catering services and accommodations.



USO



The Chapel



JFK



The Commons, Room A



The Commons, Lobby



Seminar



Building 204, Lower Wing



Schoolhouse



Building 204, Upper Wing