

AMERICAN ACADEMY OF
OTOLARYNGOLOGY-
HEAD AND NECK SURGERY

Welcomes you to
1650
DIAGONAL ROAD

| Alexandria, VA 22314 |

1650 DIAGONAL ROAD

Completely renovated in the summer of 2008, the American Academy of Otolaryngology—Head and Neck Surgery's new headquarters offers a spacious auditorium and flexible conference room space to suit your meeting and event needs.

Take your event experience to new heights at our unique facility, which offers a large conference room that can be separated into two smaller rooms with floor-to-ceiling windows, and just outside of the conference room is a balcony overlooking Alexandria. We also offer an auditorium with state-of-the-art audio-visual technology. The space can be utilized by your organization for a variety of events including educational courses, lectures, meetings, receptions (no alcohol), etc.

Features

- Flexible meeting, pre-function space, and reception space
- On-site audio-visual staff
- Wireless internet available throughout the conference room
- Conveniently located across the street from the Hilton Hotel and within walking distance to the Embassy Suites & the Lorien Hotel and Spa
- Right across the street from the King Street Metro and Amtrak Station
- Easy access to the free King Street Trolley
- Walking distance to Old Town Alexandria
- On-site security staff

Contact Us

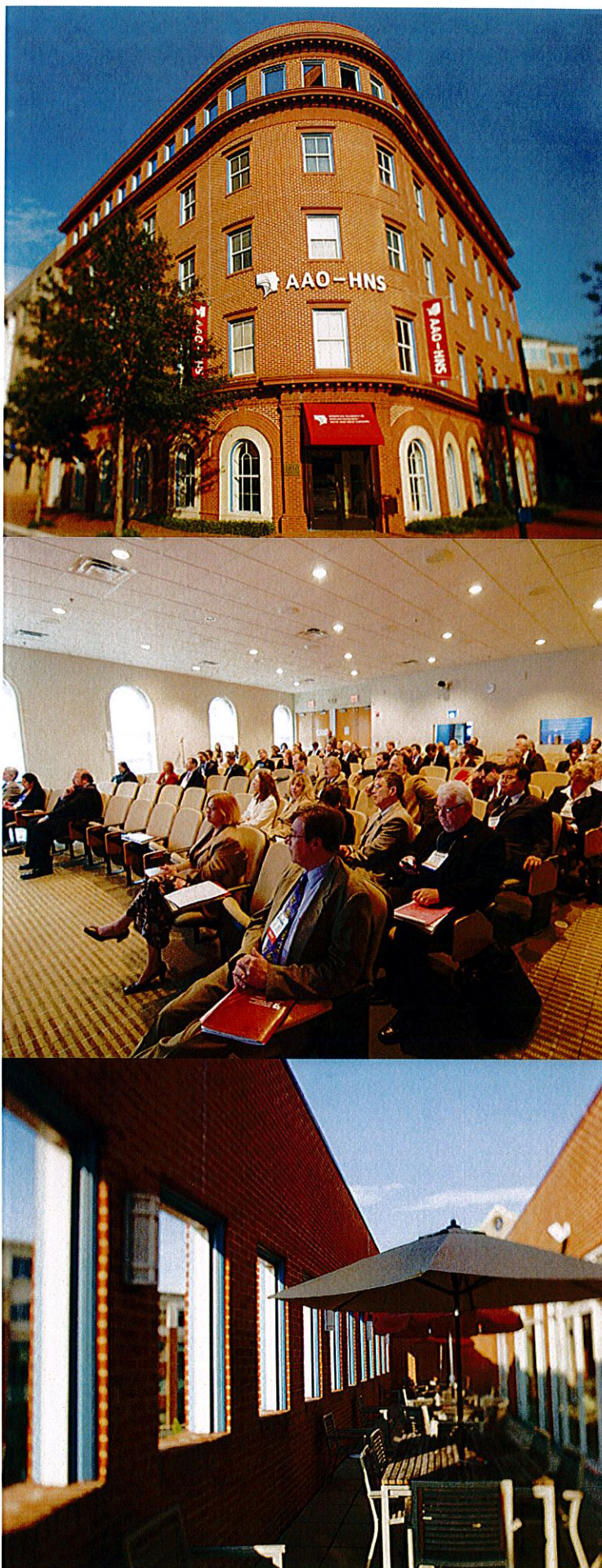
Our staff is waiting to assist you with planning your next meeting or event.

For more information or to book your next event please contact us at bascani@entnet.org. You can also visit us online at www.entnet.org or join us for a tour.



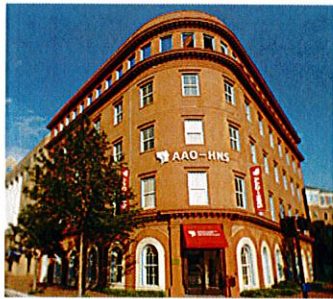
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1650 Diagonal Road | Alexandria, VA 22314
Phone: (703) 836-4444 | Fax: (703) 683-5100
www.entnet.org

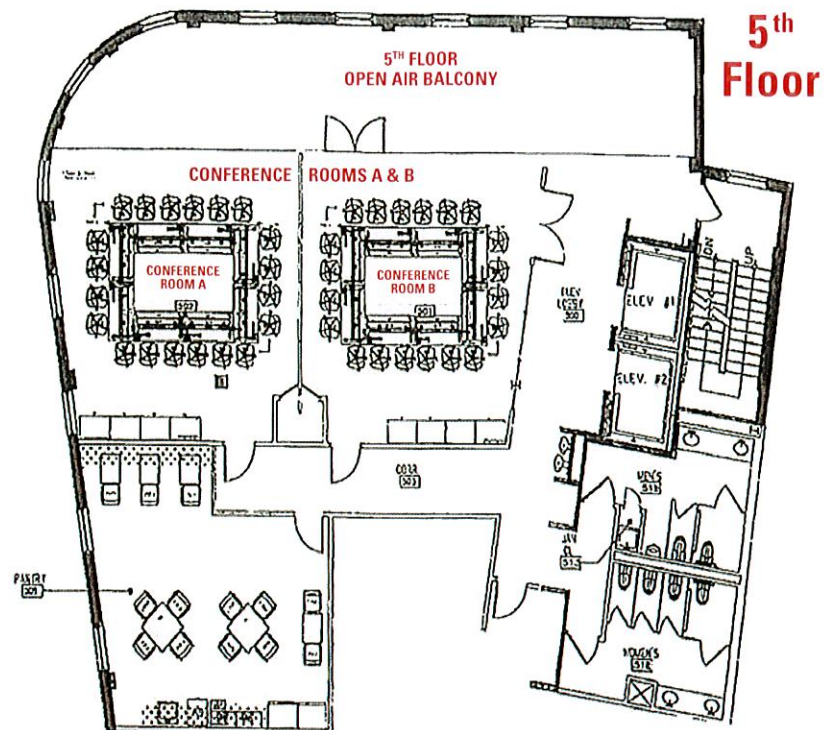
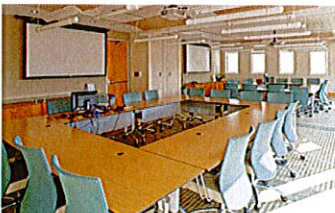




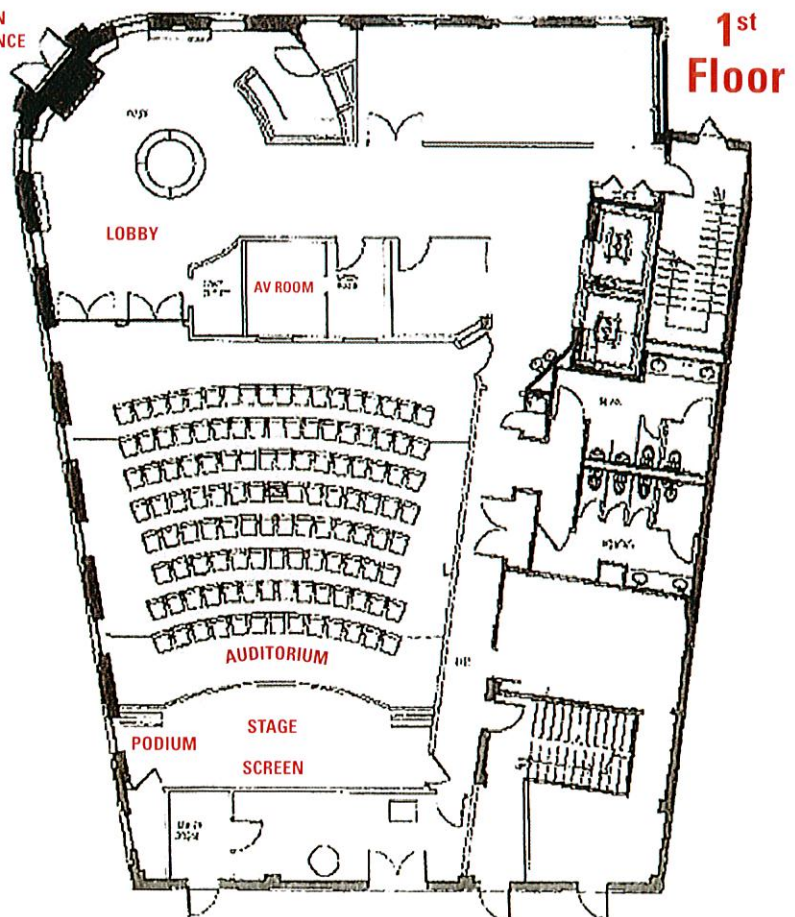
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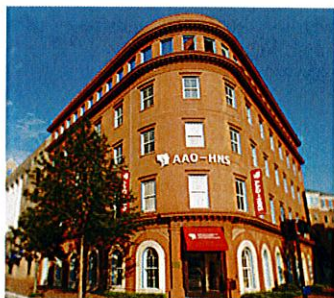


MAIN
ENTRANCE



American Academy of Otolaryngology—Head and Neck Surgery

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**1650
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Auditorium



Conference RM 5A



Conference RM 5B










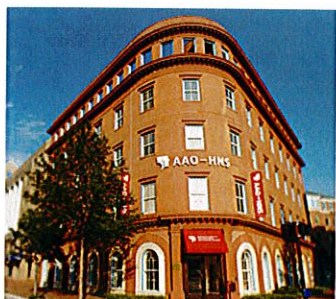
Conference RM 5AB



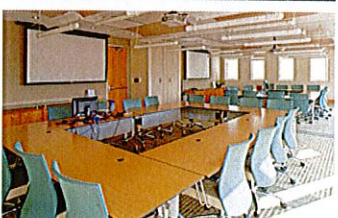
Balcony

Room Dimensions and Capabilities

							
Square Feet	Hollow Square w Audience	Conference Style	Classroom Seating	Theater Style	U-Shape	Hollow Square	Reception Style
	--	--	125	125	--	--	--
550	--	14	18	35	16	20	30
550	--	14	18	35	16	20	30
1100	46	28	36	70	32	45	60
--	--	--	--	--	--	--	28



1650
DIAGONAL ROAD



Event Technology Price List

CONFERENCE PACKAGES	PER DAY RENTAL
Auditorium	\$600 Full \$400 Half*
Includes one screen, one projector, sound system, one podium with desktop computer, one podium microphone, projector connection for client provided laptop and room control.	
Small Conference Room	\$400 Full \$200 Half*
Includes one screen, one projector, sound systems, projector connection for client provided laptop and room control.	
Large Conference Room	\$600 Full \$400 Half*
Includes two screens, two projectors, sound system, projector connection for client provided laptop and room control.	
Main Lobby	\$400 Full \$200 Half*
Outdoor Patio	\$400 Full \$200 Half*

AUDIO	WEBCASTING
Handheld Microphone \$40	First Hour \$200
Wireless Lavalier Microphone \$40	Each Additional Hour \$100
Conference Telephone \$40	CD / DVD \$100 Each
VIDEO PACKAGE	INTERNET
Projector / Screen / DVD Player / Computer Connection \$400 Full \$200 Half*	Wireless High Speed Internet \$75/day
Laptop for Presentation \$100 Full \$50 Half*	
MEETING ACCESSORIES	AV & IT LABOR (4HR MINIMUM)
Flipchart with Pad and Markers \$40	In Room Technician \$50/hour
	Security (Weekends and Holidays) \$40/hour

Prices listed are per room per day.

* Half Day is up to four hours.

5% Virginia Sales Tax will be added to all equipment rental and services. Prices are subject to change.

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