

UNITED WAY 2-1-1 FOR NORTH CENTRAL FLORIDA
Meeting Rooms in Alachua County *

Alachua County Housing Authority

703 NE 1 Street

Gainesville, FL 32601

Contact: Cathy Scott, (352) 372-2549

Conference room seats 20-25 people. Small kitchen with a refrigerator; food and drink allowed. Free and open to all groups.

Web site: www.acha-fl.com

Apartment Hunters of Gainesville

1402 W University Avenue

Gainesville, FL 32603

Contact: Vanessa Neale or Ronnie Neale, (352) 336-9349

Movie theater seats 31 people. Presentation capabilities and equipment available. Free to non-profit groups, \$100 for others.

Bank of America

2627 NW 43 Street

Gainesville, FL 32606

Contact: Donna Nicoll, (352) 338-6633

Free for community use and some organizations. Auditorium located on the third floor seats 60 people. Elevator for disabled individuals. Kitchen with sink and refrigerator. Available weekdays, 8:00AM-5:00PM.

Reservations can be made no more than two weeks in advance.

Best Western Gateway Grand Hotel

4200 NW 97 Boulevard

Gainesville, FL 32606

Contact: Jorge Negrón, (352) 331-3336

Over 6,000 square feet of flexible meeting space with a variety of seating arrangements, and a capacity of up to 350 people. Some A/V equipment available for rent. Catering is permitted through the hotel only. No outside food allowed except for wedding/birthday cakes. Special arrangements may be available for non-profit organizations. Web site:

www.bestwesternflorida.com

Cabot Lodge

3726 SW 40 Boulevard

Gainesville, FL 32608

Contact: DJ Tate, (352) 375-2400

*** Rates and availability are subject to change. Please call organizations on this list for most current information.**

Meeting rooms accommodate 14-40 people depending on seating arrangements, fee is \$150/day. Board/Conference room accommodates 15 people, fee is \$150/day. Food is permitted as no kitchen facilities are available. Some complimentary A/V equipment. Web site:

www.cabotlodge.com

Center for Independent Living

222 SW 36 Terrace

Gainesville, FL 32607

Contact: (352) 378-7474

Two meeting rooms available. Larger room accommodates up to 30 people, smaller room accommodates up to 10 people. May use small kitchen with refrigerator and microwave. There is a fee before and after business hours, 9:00am-5:00pm. Rooms are free during regular business hours.

Web site: www.cilncf.org

The Courtyard by Marriott

3700 SW 42 Street

Gainesville, FL 32608

Contact: Mary Fink, (352) 335-9100

One meeting room without tables seats up to 36 people depending on arrangement. Price depends on the number of sleeping rooms reserved, base price is \$200 per day. A/V equipment, wireless high speed internet, a 5ft. screen, and tables available. Catering is available. Water and coffee can be provided. Web site: www.marriott.com

Gainesville Chamber of Commerce

300 E University Avenue

Gainesville, FL 32601

Contact: Terry Ocksrider, (352) 334-7100 ext 317

Alachua room and Board room available for chamber members' use only. Free for one hour per month and \$25/hour each additional hour. Alachua room accommodates a maximum of 15 people. Board room will accommodate 40 people. Members provide their own food and drinks. Available weekdays, 8:30AM-5:00PM. Web site:

www.gainesvillechamber.com

Gainesville Garden Club

1350 NW 75 Street

Gainesville, FL 32604

Contact: Lynn Randazo, (352) 331-0426

A 40x40 ft. room with two patios and stage. Seats approximately 110 people. Reservation deposit required to secure a date. Rental fees, a custodial fee and a security deposit required. Tables and chairs available. Fully equipped kitchen with microwave, stove, refrigerator and freezer.

Web site: www.ggcfl.org

Gainesville Technology Enterprise Center

2153 SE Hawthorne Road

Gainesville, FL 32641

Contact: Donna Foster, (352) 393-6000

Five rooms available for training or meetings accommodate 6-40 people. Fees as follows: up to four hours/\$95.00, up to eight hours/\$145.00. Available weekdays, 8:00AM-5:00PM, nights and weekends by arrangement. Check Web site for more information. Web site:

www.gtecflorida.com

Gainesville Women's Club

2809 W University Avenue

Gainesville, FL 32607

Contact: Anita Minck, (352) 376-3901 (9:30AM-1:00PM daily)

One large hall for meetings and weddings seats up to 250 people.

Reservation fee \$100 plus tax, \$250 security deposit, \$35.00 per hour set up fee. Additional fees required for kitchen usage, equipment, or additional time needed for room setup/decorating.

Hampton Inn

4225 SW 40 Boulevard

Gainesville, FL 32608

Contact: Susan Perkins, (352) 371-4171 ext 503

One large room can be divided into two rooms. Seats 50 people, \$250 per day for the entire room or \$175 per day for half room. Snacks and breakfast can be provided for an additional fee. Rooms can be equipped with overheads, VCR, etc. Available 7:00AM-9:00PM daily. Web site:

www.hamptoninn.com

Harn Museum

SW 34 Street and Hull Road

Gainesville, FL 32611

Contact: Tracy Pfaff, (352) 392-9826 ext 154

Space available for receptions. Auditorium seats approximately 200 people. Two classrooms available seat 25 people each. Space or room available to UF groups only. May accommodate private groups for a non-refundable deposit of \$1000. Web site: www.harn.ufl.edu

Haven Hospice of North Central Florida

4200 NW 90 Boulevard

Gainesville, FL 32606

Contact: Yolanda Jones (352) 378-2121

Large community room seats 100 people and can be subdivided for smaller groups. Standard rate is \$100 for 4 hours. Rate for non-profit organizations may be lower. \$50 set-up fee and \$25 cleaning fee may also apply. Smaller conference rooms are also available. All rooms are available weekdays, 9:00AM-5:00PM. TV/VCR, projector, sound system, podium and digital projector available.

Hilton Garden Inn

4075 SW 33 Place

Gainesville, FL 32608

Contact: Mary Fink (352) 338 -1466

One Board/Conference room seats up to 10 people, one large table. Fee is \$200 per day. Meeting rooms A and B seats up to 36 people. Fee is \$275 per day. Can open up meeting rooms A and B to make one large ball room which accommodates up to 72 people. Fee is \$500 per day. A/V equipment, wireless high speed internet, and tables available. Catering is available. Water and coffee can be provided. Web site:

www.gainesville.stayhqi.com

Hilton University of Florida Hotel and Conference Center

1714 SW 34 Street

Gainesville FL 32607

Contact: Group Sales, (352) 371-3600, (352) 384-3412

Various rooms available, including a ballroom. Call for conference packages and prices. All catering is done on site and no outside food is allowed. Check web site for room sizes, seating arrangements, and capacities. Web site: www.ufhilton.com

Holiday Inn University Center

1250 W University Avenue

Gainesville, FL 32601

Contact: Kim Cason, Director of Sales, (352) 376-1661

One Board/Conference room, 540 square feet, accommodates 25-40 people depending on arrangement. Room rental is \$250 per day or \$150 per half-day (4 hours or less). Catering, food and beverage available on site.

Web site: www.theuniversityhotel.com

Clarion

7417 Newberry Road

Gainesville, FL 32605

Contact: Catherine Booth, (352) 332-7500 ext 394

Ballroom seats up to 300 people and rents for \$675 per day. Four conference rooms seat 20-130 people as follows: two rooms hold 20 people each, one room holds 45 people and one room holds 100 people. Call for prices. In addition, one boardroom available seats 12 people and rents for \$150 per day. All catering done on-site by hotel. Web site:

www.gainesvillehotelconferencecenter.com

Homewood Suites

3333 SW 42 Street

Gainesville, FL 32608

Contact: Mary Fink, (352) 335-3133

One meeting room without tables seats up to 36 people depending on arrangement. Price depends on number of sleeping rooms reserved, base price is \$200 per day. A/V equipment, wireless high speed internet, a 5ft screen and tables available. Catering is available. Water and coffee can be provided.

Web site: www.gainesville.homewoodsuites.com

Ironwood Golf Course

2100 NE 39 Avenue

Gainesville, FL 32609

Contact: Jeff Cardozo, (352) 334-3120

Dining room (one-half) seats 60 people, full room seats 120 people. Call for rates and availability. Web site: www.cityofgainesville.org

Kanapaha Botanical Gardens

4700 SW 58 Drive

Gainesville, FL 32608

Contact: Kathy Shoucair, (352) 372-4981

Information listed is for weekday, daytime rentals. Four outdoor sites with electrical service available for \$90 per hour, two hour minimum 9:00AM–1:00PM or 2:00PM–6:00PM with capacity for 160 people. Summer House Reception Hall or Conference Room also available weekdays for \$90 per hour with a 3 hour minimum and accommodates 100-165 people, depending on room and arrangement. Call for weekend rate. Both outdoor and indoor sites can be reserved for \$700 per half day. Refundable and non-refundable deposits apply to all rentals. Weekday, evening, and weekend hours, and pricing details available on Web site. Web site:

www.kanapaha.org

La Quinta Inn

920 NW 69 Terrace

Gainesville, FL 32605

Contact: Ann Hatch, (352) 332-6466 ext 5500

Conference room seats 35 people classroom style. VCR, overhead projector, pens and clipboards provided. Rents for \$99-144 per day. Discount if sleeping rooms are also secured for the event. Room available at all times unless rented.

Web site: www.lq.com

Martin Luther King, Jr., Center

1028 NE 14 Street

PO Box 490 STA 24

Gainesville, FL 32602

Contact: Virginia Shea (352) 334-2189

Meeting room seats 30-35 people classroom style and has dry erase board. Gymnasium holds up to 1,500 people. Gymnasium rental for non-profit groups, Gymnasium rental for paid events. Call for availability and rates. There is a refundable damage deposit fee, a non-refundable reservation fee, and a kitchen access fee per event. Call for current rates. Facility is available evenings and weekends. Web site:

www.cityofgainseville.org

Matheson Museum (Alachua County Historical Trust)

513 E University Avenue

Gainesville, FL 32601

Contact: Tish Wiggs, (352) 378-2280

Room for conferences, wedding receptions, and displays. Accommodates 150 people with tables or 200 people standing. Prices: 1-75 people \$95 per hour; 76-150 people \$110 per hour; 151-200 people \$125 per hour. Prices are lower for non-profit organizations. Kitchen, tables, chairs, and podium available. Available weekdays, evenings, and weekends. Web site: www.mathesonmuseum.org

McKenzie Hall and House at the Sweetwater Branch Inn

625 E University Avenue

Gainesville, FL 32601

Contact: Lauren Guidi, (352) 373-6760

Banquet room accommodates up to 250 people for standing room or 175 people seated. Full on-site catering available. Call for rates and availability.

Web site www.sweetwaterinn.com

Paramount Plaza

2900 SW 13 Street

Gainesville, FL 32608

Contact: Sales and Catering, Mike Bonn, (352) 377-4000 ext 2

Three rooms with 780 square feet and 40-60 person capacity rent for \$250 per day without food. One room with 720 Square foot and 40 person capacity rents for \$250 per day without food. The grand ballroom seats 375-700 people depending on arrangement and can be rented for \$1600 per day without food. The grand ballroom can also be divided into three smaller rooms. Bivens Ballroom, with lake view, has a 300-500 person capacity and 4200 square feet and can be rented for \$1200 per day and the larger section of the ballroom, can be rented for \$800, the smaller section can be rented for \$500 per day. Facilities are ADA accessible. No outside catering permitted. Web site: www.paramountplaza.com

Reitz Union at the University of Florida

University of Florida Campus

Museum Road

Gainesville, Florida 32601

Contact: Event Services Office, (352) 392-1645

One large banquet room, two ballrooms, 25 conference rooms of various sizes. Restricted to University departments only, unless approved by board. Catering available. Web site: www.union.ufl.edu/eventservices

Residence Inn by Marriott

4001 SW 13 Street

Gainesville FL 32608

Contact: Becky Hunt, (352) 371-2101

Board Room with large table seats 12 people and has a white board. Rents for \$125 for a full day, \$75 for a half day. Will provide coffee, tea, and water for small charge. No kitchen use. Can bring food in. Available from 8:00AM-5:00PM most days and evenings by arrangement.

Web site: www.marriott.com/residence-inn/travel.mi

Santa Fe Community College-Downtown

401 NW 6 Street

Gainesville, FL 32601

Contact: Kathyeleen Hardage, (352) 395-4421

Board room seats 35 people, no food or drinks allowed. Conference room seats 12 people, food and drinks are allowed. Seminar room available for 40 people, food and drinks are allowed. Call for availability and rates. Free for non-profit groups. No open flames allowed. Kitchen access and VCR equipment available by request. Available weekdays; 8:00AM – 9:00PM Mon-Thu and 8:00AM – 4:00PM Fri. Web site: www.santafe.cc.fl.us

Center for Innovation and Economic Development

530 W. University Avenue

Gainesville, FL 32601

Contact, Tanisha Byars, (352) 395-5053

New Training/Conference rooms, rental rates are for 4 hours. Computer lab, seats up to 16 people, \$250; class and training rooms, seats up to 20 people, \$125; conference room, seats up to 15 people, \$95; seminar rooms, seats up to 90 people, \$195. Call for time and availability and additional information.

Web site: www.sfcc.edu/cied.

Savannah Grande

301 N Main Street

Gainesville, FL 32601

Contact: Andrea or Jeanel, (352) 378-4213 , E-mail: savannahgrande@aol.com

Two rooms that combined, seat up to 400 people. Breakfast, lunch and dinner vary in price; tax and gratuity extra. All catering done on premises. Call for prices. Licensed bar serves liquor.

Menu available on Web site: www.savannahgrande.com

Tapas 12 West (formerly Steve's Café American) Art on the Avenue

12 W University Avenue

Gainesville, FL 32601

Contact: Steve Williams, (352) 377-9337

Banquet hall facility with two rooms. One room holds 200 people and, the other room holds 20-40 people. Cocktail parties available for up to 300 people. Call for prices and room sizes. Check web site for more details.

Web site: www.stevescafeamericain.com

T.B. McPherson Center

1717 SE 15 Street

Gainesville, FL 32601

Contact: Main Office, (352) 334-2189

Meeting room seats approximately 90 people depending on arrangement. Call for rates. A \$123 refundable deposit required; \$30 non-refundable reservation fee. Full kitchen available. No smoking permitted. Web site:

www.cityofgainesville.org

The Thomas Center

302 NE 6 Avenue

Gainesville, FL 32601

Contact: Erica Chatman (352) 393-8539, E-mail:

chatmanej@cityofgainesville.org

Beautifully restored Mediterranean Revival-style hotel with period rooms, local history exhibits, banquet rooms, performance space and meeting rooms. Available weekends, no holidays. Kitchen facilities available. A \$100 non-refundable deposit required; deposit applied to the total charges upon payment of fees. All fees including a \$300 security deposit must be paid in full thirty days prior to the event. Many options available. Rates and photos on web site. Web site: www.gviculturalaffairs.org

Turkey Creek Golf Club – Chef Brothers’ Catering

11400 Turkey Creek Boulevard

Alachua, FL 32615

Contact: Peter White, (386) 418-1580 or (352) 514-4038 (cell)

Free meeting room if dinner is served from the dining room. Catering available through the dining room only. Three rooms are available for \$250 each if dinner is not served. Three rooms combined seat 420 people with tables and chairs.

Web site: www.chefbrothers.com

United Way of North Central Florida

6031 NW 1 Place

Gainesville, FL 32607

Contact: Rhonda Johnson, (352) 331-2800

Free. Available to 501(C)3 non-profit organizations only. Large conference room seats 35 people. Kitchenette and restrooms available. Private entrance. Available mid-December through early August.

Web site: www.unitedwayncfl.org

University of Florida Treco Center

3900 SW 63 Boulevard

Gainesville, FL 32608

Contact: Peggy Latner, (352) 392-9570 Ext 208

UF/TRECO provides professional conference and meeting facilities, including break and lunch services and audio-visual capabilities.

UF/TRECO occupies a 20,000-square-foot, off-campus training facility with an auditorium, three classrooms, and a 15-seat computer lab.

UF/TRECO also has an 84-seat canteen for breaks and lunch. Free parking is available. Rental charges are \$11 per person, per day (food available at an additional cost). Some A/V equipment can be provided; call for rates. Hours are 8:00AM–5:00PM, weekdays (excluding holidays).

Web site: www.treco.wfl.edu

Wilhelmina Johnson Resource Center

321 NW 10 Street

Gainesville FL 32601

Contact: Alice Turner 9:00AM-1:00PM, (352) 372-0216

Two meeting rooms. One room accommodates up to 77 people. Room has small kitchen area with sink. One room accommodates up to 84 people and has no kitchen facilities. Fee for both rooms are \$30 hour, \$25 each additional hour, and deposit fee of \$50. Call for evening rates.

Meeting Rooms at Alachua County Libraries

Alachua County Public Library-Headquarters

401 E University Avenue
Gainesville, FL 32601

Contact: Reservation Line, (352) 334-3977

Meeting Room A seats 100–300 people; Meeting Room B seats 20-30 people. Two study rooms seat 5-6 people (no reservations needed). Free for non-profit organizations for open meetings. Reserve two months in advance for rooms A and B. Rooms are available during library hours; may be reserved for no more than one meeting per month per group. Study rooms are available during library hours. Sign in at the service desk to use rooms.

Alachua Branch Library

14913 NW 140 Street
Alachua, FL 32615

Contact: Caryl McKellor, (386) 462-2592

Meeting room seats 150 people. Can be divided into two smaller rooms to seat 75 people. No study rooms but meeting rooms can be used as a study area if no meeting is scheduled. Large flat screen T.V., projector, DVD/VCR player, wireless internet, PA system, table, and chairs. Kitchenette is located directly outside of meeting room. Available during library hours. Can arrange to have meeting room after hours. Reserve ten days prior to event. Free for meetings that are open to the public.

Archer Branch Library

13266 SW State Road 45
Archer, FL 32618

Contact: Guy Hudspeth or Deborah Wagner, (352) 495-3367

A 500 square foot conference room seats 42 people; standing-room for 64 people. Free for non-profit organizations for open meetings. Kitchenette and TV/VCR, wireless internet.

Hawthorne Branch Library

6640 SE 221 Street
Hawthorne, FL 32640

Contact: Front Desk, (352) 481-1920

Conference room seats 50 people; standing-room for 72 people. Free for non-profit organizations for open meetings. Kitchenette, projector and screen, VCR and wireless internet.

High Springs Branch Library

135 NW 1 Avenue
High Springs, FL 32643

Contact: Martha Roberts, (386) 454-2515

Conference room seats 35-50 people depending on arrangement; standing-room for 70 people. Free for non-profit organizations for open meetings. Kitchen and VCR/TV available.

Millhopper Branch Library

3145 NW 43 Street

Gainesville, FL 32606

Contact: Reference Desk, (352) 334-1270

Conference room seats 92 people; standing-room for 132 people. Free for non-profit organizations for open meetings. Kitchen access, VCR, and PA system available.

Newberry Branch Library

110 S Seaboard Drive

Newberry, FL 32669

Contact: Front Desk, (352) 472-1135

Conference room seats 30 people; standing-room for 80 people. Free for non-profit organizations for open meetings. Kitchenette available.

Tower Road Branch Library

3020 SW 75 Street

Gainesville, FL 32607

Contact: Front Desk, (352) 333-2840

Conference room seats 92 people; standing-room for 132 people. Free for non-profit organizations for open meetings. Kitchenette access and VCR available. Check with library for available hours. May use room once per month per group.

This list compiled by:

United Way 2-1-1 for North Central Florida

6031 NW 1 Place

Gainesville, FL 32607-2025

To get or give help call 2-1-1

(352) 332-4636 Voice/TDD

(352) 331-2111 FAX

E-mail: info@unitedwayncfl.org

Web site: www.unitedwayncfl.org

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