



1. No outside food or beverages in meeting rooms. All food and beverages *must* be catered by our preferred caterers
 2. Meetings and Events can start no earlier than 8:00am and end no later than 11:00pm
 3. Basic Rates – Events and meetings occurring during normal library hours; Tuesday – Saturday 9am-5pm
 4. Special Rates – Events and meetings occurring outside of normal library hours
 5. Email SloverEvents@Norfolk.gov with any additional questions
- Board Room – 47” LED Monitor w/VGA & HDMI cables and speakers, long conference table, 20 chairs, 5.5’ x 6.75’ glass dry erase board
 - Community Engagement Room – 10,600 Lumen WUXGA (1920x1200) DLP Projector w/Screen, Smart Podium w/VGA & HDMI cables and speakers, Blu-Ray player
 - Pre-Function Room – 80” mobile TV cart w/VGA & HDMI ports and speakers
 - Flex Room – 80” LED Monitor w/VGA & HDMI cables at podium, Blu-Ray player
 - Landmark Room – 10,600 Lumen WUXGA (1920x1200) DLP Projector w/Screen, Smart Podium w/VGA & HDMI cables and speakers

Rental Rates – Standard Groups/Businesses/Social Receptions/Weddings

Space Name	Capacity	Full Day Basic Over 4 Hours	Full Day Special Over 4 Hours	Half Day Basic Up to 4 Hours	Half Day Special Up to 4 Hours
Forum	Standing: 250 Seated: 112	NA	NA	NA	\$1,100
Board Room	Seated: 20	\$275	\$550	\$138	\$275
3rd Fl Terrace & Reading Room	Seated: 32 Standing: 50	\$275	\$550	\$138	\$275
Community Engagement Room	Dinner: 112 Theater: 250 Standing: 200	\$2,750	\$3,300	\$1,375	\$1,650
Flex Room	Theater: 50 Seminar: 24	\$220	\$275	\$110	\$165
Landmark Room	U-Shaped: 24	\$275	\$550	\$138	\$275

Rental Rates – Non-Profit Military/Educational/Community Based Groups

Space Name	Capacity	Full Day Basic Over 4 Hours	Full Day Special Over 4 Hours	Half Day Basic Up to 4 Hours	Half Day Special Up to 4 Hours
Forum	Standing: 250 Seated 112	NA	NA	NA	\$688
Board Room	Seated:20	\$138	\$220	\$55	\$138
3rd Fl Terrace & Reading Room	Seated: 32 Standing: 50	\$138	\$275	\$72	\$138
Community Engagement Room	Dinner: 112 Theater: 250 Standing: 200	\$880	\$1,650	\$440	\$825
Flex Room	Theater: 50 Seminar: 24	\$110	\$165	\$88	\$138
Landmark Room	U-Shaped: 24	\$138	\$275	\$72	\$138

Slover Library Preferred Caterers

Chef By Design

Emily Rose, Senior Sales Manager

Direct: 757-470-9913

Office: 757-496-3900

Emily@chefbydesigncatering.com

Chefbydesigncatering.com

TASTE Catering and Events

Donna Woodard, Catering Coordinator

Direct: 757-828-1031

Office: 757-425-3011 x 5

catering@tasteva.com

tastecateringva.com

Traditions Catering and Events

Zanny Brickner, Preferred Venue Sales
Consultant

Direct: 757-550-3579

Office: 757-547-8009 x 2

Zanny.traditionscateringva@gmail.com

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