



NORCOM COMMUNITY CENTER



Theatre



Meeting Room 2



MEETING ROOM 1

Meeting Room 1



MEETING ROOM 3

Meeting Room 3



AVAILABLE EQUIPMENT:

MICROPHONE, TV, VCR,
PODIUM, OVERHEAD, PROJECTOR,
INTERNET ACCESS, FREE WI-FI
PROJECTOR, INTERNET ACCESS, CITY CRASH CASE

ROOM RENTAL RATES

Basic Rates	Full Day	Half Day	2 Hours
Meeting Room #1 24' x 15' 10- 25 people	\$250	\$125	\$75
Meeting Room #2 24' x 35' 10- 40 people	\$300	\$150	\$100
Meeting Room #3 24' x 24' 10- 40 people	\$250	\$125	\$75
Meeting Room #4 15' x 18' 10- 25 people	\$250	\$125	\$75
Theatre 66' x 32' Stadium Seating Up to 100	\$375	\$185	\$125
Computer Lab 24' x 24' 10- 15 people	\$500	\$250	\$125

any four hour time period ending no later than 4:30pm

Multi-day Rental Discounts!

IF YOU RENT A MEETING ROOM FOR
MORE THAN ONE DAY
THE ADDITIONAL DAYS WILL BE DISCOUNTED
BY 10%



MEETING ROOM 4

**VIDEO CONFERENCE
AVAILABLE FOR
ADDITIONAL \$500**

**FOR FURTHER
INFORMATION
PLEASE CONTACT
MAUREEN GEISS
215-698-3077**

NORCOM COMMUNITY CENTER RESERVATION FORM

CONTACT NAME _____

BUSINESS/ORGANIZATION _____

ADDRESS _____

CITY/STATE/ZIP _____

E-MAIL _____

PHONE #1 _____

PHONE#2 _____

RENTAL DATE/TIME _____

ANTICIPATED HEADCOUNT _____

	FULL DAY	HALF DAY	2 HOURS
MEETING ROOM #1 (VALUES ROOM)	\$250	\$125	\$75
MEETING ROOM #2 (COMMUNITY ROOM)	\$300	\$150	\$100
MEETING ROOM #3 (FOUR SEASONS ROOM)	\$250	\$125	\$75
MEETING ROOM #4 (PHILADELPHIA ROOM)	\$250	\$125	\$75
THEATER	\$375	\$185	\$125
COMPUTER LAB	\$300	\$250	\$125
VIDEO CONFERENCING	\$500		
TOTAL: \$	_____		

PAYMENT METHOD
 CASH CHECK CREDIT CARD
Please make checks payable to SPIN, Inc.
 CREDIT CARD PAYMENT
 VISA M/C DISCOVER AMERICAN EXPRESS

ACCOUNT NUMBER—EXPIRATION DATE _____

NAME ON CARD _____

SIGNATURE _____

Norcom Community Center

10980 Norcom Road Philadelphia, PA 19154
 (P) 215.698.3077 (F) 215.613.1078 www.spininc.org



ALL MEETING ROOMS ARE AVAILABLE TO OUR GUESTS ON A FIRST COME, FIRST SERVE BASIS. IN ORDER TO RESERVE A ROOM, YOU MUST COMPLETE THE RESERVATION FORM AND PLACE A DEPOSIT. RESERVATIONS ARE CONFIRMED UPON RECEIPT OF DEPOSIT

TO RESERVE A MEETING ROOM...

1. IN PERSON: PAY IN CASH, CHECK OR CREDIT CARD
2. CALL 215.698.3077 TO PAY BY CREDIT CARD
3. MAIL: COMPLETE RESERVATION FORM AND SUBMIT WITH PAYMENT

ATTENTION: MAUREEN GEISS

4. FAX: COMPLETE RESERVATION FORM FAX# 215.613.1078

ATTENTION: MAUREEN GEISS

MEETING ROOM RENTALS



"A Gathering Place for the Whole Community"

FACILITY HOURS

Monday - Thursday	6:30am - 9:00pm
Friday	6:30am - 8:00pm
Saturday	8:00am - 4:00pm
Sunday	9:00am - 1:00pm



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10980 Norcom Road
Philadelphia, PA 19154
(P) 215.698.3077 | (F) 215.613.1079
www.nccfun.org

NORCOM COMMUNITY CENTER

OFFERS OUR GUESTS A VARIETY OF MEETING ROOMS, COMPUTER LAB AND SEMINAR THEATER.

WE OFFER MULTI DAY DISCOUNTS AND CUSTOMER DISCOUNTS. CONVENIENTLY LOCATED NEAR ROOSEVELT BOULEVARD, I-95 AND THE PA TURNPIKE.