



Welcoming Light, Inc.

THE TRAINING INSTITUTE

Located in the business and social heart of Nashua. The Institute provides a comfortable and convenient location for all of your trainings, events, fundraisers and meeting needs.

Rates	Hourly	Full Day (8 hrs)
Large Meeting Room (approx. 2300 sq. feet)	\$50	\$350
Small Conference Room (10' x 18')	\$20	\$140
Computer Lab (10 Computer Stations)	\$30	\$210
<i>Set up and clean up fee for all rentals</i>		\$25 -\$50
Audio Visual Additions		
Projectors		\$25
Microphone (table top and wireless)		\$10
Polycom Telephone		\$20
Portable Audio System		\$50
DVD/CD Player		\$20
Tandberg Video Conferencing		\$40
Video Recording		Call for pricing

Why Rent With Us?

Ideal downtown location

Competitive rates

Large capacity (200+ people seated at chairs)

Bright room with natural sunlight

Available technology includes:

- 3 Projectors
- 2 HD TV's
- Free WIFI
- XENYX sound system
- Video Conferencing
- Video Recording


Welcoming Light, Inc.
 The Training Institute
 45 High Street Nashua NH

Call Today!

45 High Street, Nashua NH 603-882-3616 or contact c.mclaughlin@wli.org
 visit us at www.wli.org



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**45 High Street
Nashua NH
603-882-3616**

**Room Rental
Terms and
Conditions**

- A deposit and signed contract are required to confirm your reservation.
- Any communications including the location of your event shall Read “Welcoming Light The Institute”. No event shall the Institute name be used in a way to imply sponsorship of your event, unless you have prior written approval.
- A \$50 mandatory set-up fee and clean up fee will be added to any event held in the large meeting room.
- If confetti or rice are used in the room, an additional \$25 clean up fee will be added.

**Room Rental
Restrictions**

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- Smoking is prohibited inside The Institute. Designated areas outside the building may be used for smoking.
 - Children 7 and under must be supervised at all times.
 - All electronic equipment, including TVs and projectors are off-limits unless previously stipulated in contract and approved by Welcoming Light staff.
 - Tables and chairs owned by The Institute cannot be removed without previous approval from Welcoming Light staff.
 - Candles or open flames are not permitted in The Institute.
 - Alcohol sales and consumption are strictly prohibited.
 - All vendors and entertainers are subject to prior approval by Welcoming Light staff.

A proud member of the

Partnership for Successful Living

A collaboration of six affiliated not-for-profit organizations providing southern New Hampshire's most vulnerable community members with access to housing, health care, education, employment and supportive services.

Harbor Homes - Healthy at Home - Keystone Hall - Welcoming Light
Southern NH HIV/AIDS Task Force - Milford Regional Counseling Services

