



event space AT FEDERATED CHARITIES

Our building is located less than a block from the Square Corner and the heart of the downtown entertainment district in Frederick.

outdoor spaces CAPACITY: 20-45

Our outdoor spaces are perfect for your next event. Whether you choose our Market Street Courtyard or our secluded rear garden, your guests will be charmed by historic details and furnishings while they enjoy a downtown location. Perfect for engagement parties and showers, small corporate events and receptions.



meeting rooms CAPACITY: 12-20

Our meeting rooms feature free wi-fi, flexible tables and chairs, conference phone, a monitor and webcam for video conferencing. and a kitchenette on the same level.

Our rental rates include an open catering policy, flexible set-up arrangements, additional table availability, and an on-site events manager. Any public event may require a Frederick County liquor permit, a certified crowd manager, liability insurance and other jurisdictional permits.

STANDARD

(PER 4 HOUR):

Outdoor Space

weekday: \$100

Sat/Sun: \$250

Meeting Room

weekday: \$35

Sat/Sun: \$70

NONPROFIT

(PER 4 HOUR):

Outdoor Space

weekday: \$50

Sat/Sun: \$150

Meeting Room

business hrs: FREE

after hrs: \$35

✉ info@federatedcharities.org

corporate sponsor thank you

AT FEDERATED CHARITIES

As a Heart of Charity Corporate Sponsor, we'd like to thank you by offering you the opportunity to host one event each season, either in our garden or in one of our meeting rooms. You can reserve a 4-hour block of time and we'll be happy to show your guests everything that our nonprofit partners get to experience every day in our building!

what you'll do...

- check in with our facilities staff to coordinate a date on our calendar
- schedule your event (and perhaps a rain date)
- sign our community standards agreement for using our event/meeting space
- enjoy your time in our space with your guests

what we'll do...

- coordinate staff coverage for event
- prepare the event space for your use
- assist with any extra setup needs you have
- make sure things run smoothly and there's toilet paper in the bathrooms



✉ info@federatedcharities.org