



The future of business is here.

4548 Market Street • Philadelphia PA 19139

phone 215 895-4016 • fax 215 895-4001

URL www.theenterprisecenter.com

Facility Rental Overview

Conveniently located at 46th and Market St. with close access to public transportation, The Enterprise Center provides parking with up to 100 parking spaces in our gated lots. We can also provide audiovisual equipment and wireless internet. Because we do not have an in-house caterer, we have access to many caterers that can fit your needs and tastes. Our suggested vendor list also includes florists, photographers, videographers, and other event suppliers. Let us make your next event memorable and stress free.



What type of Audiovisual Equipment does The Enterprise Center have?

The Enterprise Center is equipped with audiovisual equipment in all of our rental facilities. Access to the sound system including cordless microphones, lavalieres and CD player is \$100 for the rental period. Access to our projector and DVD player is \$100 for the rental period. Both services are available for \$150 for the rental period. We also have wireless internet connection throughout the building.

Do you have a preferred Caterer?

No, The Enterprise Center does not have a preferred caterer. We have instead built an extensive Suggested Vendor List of caterers and other event need vendors that are capable and familiar with doing business in our event facility. However, all catered events must be catered by an insured caterer. We are able to help you work with various caterers and assure you are getting the service and quality that you are looking for.

Do you provide Piping and Draping services?

Yes. The Enterprise Center is equipped to enhance your event décor with Piping and Draping services. Please contact our Special Events Manager for further information.



What is included in rental of The Enterprise Center's event facilities?

In order to ensure that you have all of the necessary pieces to make your event successful we offer a range of items in the rental of our facility. Rental includes access to our gated parking lot, coat room access and prep kitchen. As well as furniture set up and breakdown. Event Clients are allotted an hour of preparation and breakdown on the front and back end of the event. Additional preparation hours are \$50/hour.

We have staging capabilities, Piping and Draping services, audiovisual equipment and additional parking available for additional costs.

What are the parking arrangements at The Enterprise Center?

The Enterprise Center has 35 parking spaces plus 3 handicap spaces. Additional parking is available for \$200. Otherwise, street parking must be utilized. In addition, the Ludlow Street entrance must be used for all events.

Guests will not be admitted through the building's front entrance.

What are The Enterprise Center rental facilities room dimensions?

Safeguard Scientific Business Event Center

- Square Footage – 3100 sq. ft.
- Ceiling Height – 24ft.
- Seating Capacity
 - o Banquet Style -----190 people
 - o Exhibits -----300 people
 - o Theater Style -----280 people
 - o Cocktail-----400 people



Studio “C “

- Square Footage – 650 sq. ft.
- Seating Capacity
 - o Cocktail Party -----80 people
 - o Classroom Style ----30 people
 - o Auditorium Style ----50 people
 - o Banquet Style -----50 people

What is The Enterprise Center security policy?

The Enterprise Center maintains a 24 hour security system. Depending on the event, it may be necessary to hire additional security. Security persons hired for any function must be from a company licensed in the Commonwealth of Pennsylvania or the Tri-State area. Such arrangements are subject to approval by The Enterprise Center management, except for authorized law enforcement personnel.

As a precautionary note, The Enterprise Center management has the right to remove any person(s) from the premises during an event when necessary to ensure the safe and orderly operation of all or any part of The Enterprise Center and its facility and equipment.

How far in advance do you accept bookings?

The Enterprise Center can accept bookings as late as 2 weeks before an event and as early as two years out.

To Book Your Event Contact:

Carissa Jones

Special Events Manager

215-895-4016

carissaj@theenterprisecenter.com