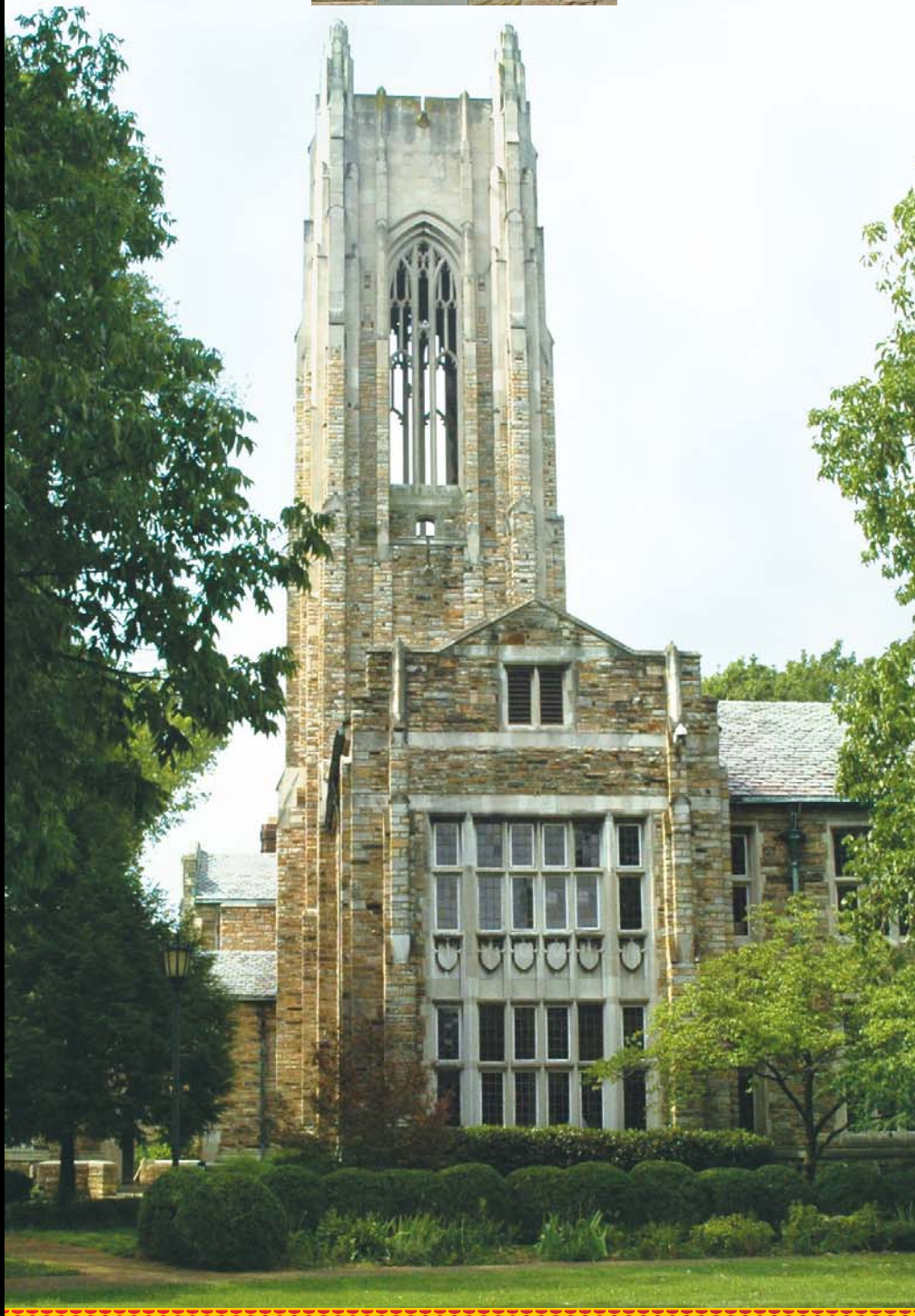




SCARRITT
BENNETT
CENTER



TEN TREE-FILLED, PARK-LIKE ACRES IN THE HEART OF NASHVILLE

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**SCARRITT
BENNETT**

1008 19TH AVE. S. • NASHVILLE, TN 37212 • 615.340.7500 TF 866.420.5486



Thank you for your interest in Scarritt-Bennett Center as the proposed venue for your next event. Convenience, affordability, and a unique setting make Scarritt-Bennett an excellent choice for a focused and productive meeting, conference, or retreat.

In the e-sales kit you will find additional information detailing our abundant meeting rooms, delicious catering options, beautiful grounds and convenient sleeping rooms. Our professional staff will work closely with you, assisting in coordinating accommodation and refreshment requirements to complement your schedule.

Please let us know if we can schedule a tour of our facilities or if you would like to check availability. We look forward to serving you!

Sincerely,

The Guest Services Staff
615-340-7500
reservations@scarrittbennett.org



THE PEACEFUL SETTING of the Center belies the busy schedule of meetings, programs and educational opportunities available at Scarritt-Bennett. Conveniently located in the heart of Nashville, the Center offers well-equipped meeting rooms, delicious meals, and restful sleeping rooms. The gothic chapel is a popular venue for the 100+ weddings held each year.

Convenience, beauty, and affordable pricing continue to make Scarritt-Bennett Center a popular choice with meeting planners and attendees. Let us host your next event!

FROM OUR GUESTS...



"I [wanted] to let you know just how wonderful everything was for us at Scarritt-Bennett. Everybody involved really gave a "thumbs up" on Scarritt-Bennett. The Governor's Office thought the location was wonderful and was truly impressed with the greeting, attention to detail, food and the meeting space. I can't adequately express how appreciative I was to be working with you on this event. A simple thank you just doesn't seem to have the emphasis that I need."

Susan McMillan, Assistant to the Commissioner, TN Dept. of Correction, Criminal Justice Summit

"I just wanted to...say thank you! The banquet room turned out beautiful, the food was amazing, and we couldn't have asked for anything more!"

Jessica Foulk, Chi Beta Chi

"Want you to know how deeply grateful I am for all your amazing help creating the event this past weekend. I'll never be such a 'newbie' to large meetings, and will recommend you and the center whenever I have the opportunity..."

Kimberly Whitney, Ph.D., Minister for Higher and Theological Education, United Church of Christ, Cleveland, Ohio

"The Chapel alone sealed the deal...I really truly enjoyed getting married there. The staff...did an excellent job accommodating me and all my wedding needs. I highly recommend Wightman Chapel."

John and Emma, Franklin TN

BUILT IN 1924 as Scarritt College, a missionary training school, today Scarritt-Bennett Center is a non-profit independent center committed to social justice issues. Income from rental of our historic facilities helps us to present a variety of programs throughout the year focusing on social justice issues, cultural diversity, women's empowerment and interfaith understanding.

For reservations or information, call 615.340.7500 or toll-free 1.866.420.5486 or email reservations@scarrittbennett.org

MEETINGS & RETREATS



SCARRITT-BENNETT CENTER is the perfect place for your next meeting, conference, staff development, board meeting or retreat. The gothic architecture, beautifully landscaped grounds and warm hospitality provide a peaceful environment. While here, your participants will feel renewed, refreshed and ready to focus on the purpose of the event.

FACILITIES INCLUDE:

- 25 comfortable meeting rooms, ranging in capacity from 4-250 people
- Harambee Auditorium, with a stage and theater-style seating capacity for up to 180 people, is ideal for lectures, multi-media presentations and performances
- Wightman Chapel, an inspiring location for musical performances, worship services and celebrations, is also a very popular wedding venue



OTHER AMENITIES:

- Complimentary morning beverage station (includes fair-trade coffee, hot tea, hot chocolate and water)
- Catering and buffets available
- Audio/Visual equipment rentals
- On-site Business Center with computers, printers, internet access, copiers and fax machine
- Wireless internet access is available in the Laskey and Fondren Buildings and at The Front Porch Gift Shop



CATERING & DINING VENUES



CATERING:

We can handle all of your catering needs for special events, weddings and meetings, from delicious full-meal buffets to catered receptions, rehearsal dinners, hor d'oeuvre set-ups or snack platters. Please visit our website at scarrittbennett.org for a listing of catered menu options.

DINING VENUE OPTIONS INCLUDE:

- Susie Gray Dining Hall - Built in 1927, this exceptional Dining Hall has a capacity for up to 125 guests, seated and 200 guests, reception style.
- Bennett Hall Social Rooms - An elegant room with a capacity for 40 guests, seated and 150 guests, reception style.
- Raintree Room - A traditional space with a capacity for 110 guests, seated and 150 guests, reception-style.
- Laskey Great Hall - A traditional space with a capacity for 250 guests, seated.

JOIN US FOR LUNCH!

Meals are served in the Dining Hall based on booked events. If you're interested in joining us on these days, call 615.340.7500 for availability, menus and reservations. In addition, several times a year, we invite the Nashville community to experience delicious luncheons, by reservation, in the beautiful Susie Gray Dining Hall. Our Christmas luncheons, served for several days in December, are among the most popular. You may also choose your own menu and enjoy one of our beautifully decorated private rooms. Check our website for a list of additional special luncheons.

We are a non-alcoholic venue.



OVERNIGHT ACCOMMODATIONS



Great alternative to a hotel! Whether you're in town for business or pleasure, we have the perfect arrangement for out-of-town guests who desire the convenience of being located on the grounds.

Once a college campus, the Center's converted residence halls have semi-private and private overnight accommodations. Our newly renovated Gibson Hall rooms are equipped with televisions and high-speed internet access.



ACCOMMODATIONS INCLUDE:

- Lodging for up to 139 people in three Gothic-style buildings.
- The majority of our sleeping rooms are dorm-style single bedrooms and are economically priced.
- Wireless internet access is available in Laskey Building

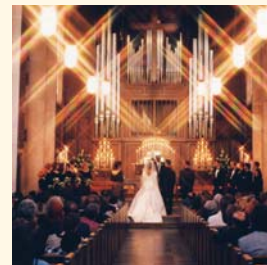
Additionally, parking is free, and there is a dining room on-site, so reserved meals are available. Scarritt-Bennett Center is a non-alcoholic campus, but is located within walking distance of many area restaurants.

WEDDINGS



Scarritt-Bennett Center has long been one of Nashville's most popular and beautiful wedding venues. Accommodations and amenities include:

- Wightman Chapel – Grand, with seating for up to 300
- Skinner Chapel – Intimate, with seating for up to 20
- Reception & catering services available
- Overnight accommodations available on-site
- Free & convenient parking
- Available for use by all faiths and denominations
- Use of the grounds for photos



THE NASHVILLE AREA



Scarritt-Bennett Center is located only 15 minutes from the airport, in the prime mid-town location, and is within walking distance to Vanderbilt, Music Row, Hillsboro Village. We're minutes away from major attractions such as the Ryman, Centennial Park, the Convention Center and much more! Build some time into your meeting schedule to take in some area attractions.

- Belle Meade Plantation
- Bicentennial Capitol Mall State Park
- Cheekwood Botanical Garden and Museum of Art
- Country Music Hall of Fame and Museum
- Frist Center for the Visual Arts
- General Jackson Showboat
- Grand Ole Opry
- Nashville Zoo at Grassmere
- Ryman Auditorium
- The Hermitage: Home of President Andrew Jackson
- The Nashville Predators
- The Nashville Sounds
- The Parthenon at Centennial Park
- The Tennessee Titans



For more Nashville information, visit www.visitmusiccity.com

**FOR RESERVATIONS OR INFORMATION, CALL 615.340.7500 / TOLL-FREE 1.866.420.5486
OR EMAIL RESERVATIONS@SCARRITTBENNETT.ORG**



SCARRITT-BENNETT GUEST ROOMS

are semi-private with a single bed and a shared bath.
All rooms are equipped with telephones.
Deluxe rooms have a television, internet access
and other amenities.

Standard \$45* • Deluxe \$62*

**Plus tax. Prices subject to change. Please call for current rates.*

An additional discount is offered to families of
patients at nearby medical facilities.
Please inquire upon making reservations.

SCARRITT-BENNETT MEALS

Buffet-style meals are available in Susie Gray Dining Hall.
Reservations are required in advance.
(A full catering and snack break menu is available for larger groups.)
Please contact Guest Services for more information.

Breakfast 7:30 – 8:30
Lunch 11:30 – 1:00
Dinner 5:30 – 6:30

Please call for current rates.

615.340.7500 • Toll-free: 1.866.420.5486

Mon. - Fri. 8AM - 5PM • Sat. & Sun. 8AM - 4PM

reservations@scarrittbennett.org

1008 19th Avenue South, Nashville, TN 37212



WWW.SCARRITTBENNETT.ORG



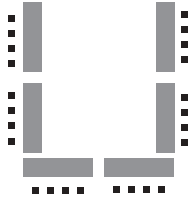
MEETING ROOM CHART 2009

	Rate	Dimensions	Sq Ft.	Ceiling	Conference	Classroom/ Chevron	U-Shape/ Herringbone	Rounds	Theatre	Semi-Circle
LASKEY BUILDING										
Great Hall - Entire	\$800.00	68.5' x 57'	3876	12 ft	56	150	48	250	300	38
<i>An additional seating option for the entire Great Hall: Starburst – Seats 200</i>										
Great Hall 103	300.00	24.5' x 57'	1835	12 ft	48	44	40	80	80	22
Great Hall 104	300.00	22.5' x 57'	1254	12 ft	48	44	40	80	80	22
Great Hall 105	300.00	21' x 59'	1239	12 ft	40	40	32	56	60	20
Laskey 101	165.00	15 x 20	300	12 ft.	20	16	20	25	30	15
Laskey A	220.00	30' x 39.5'	1185	9 ft	40	56	32	70	100	50
Laskey B	220.00	37' x 39.5'	1461	9 ft	40	56	32	70	100	50
Laskey C	275.00	31.5' x 49.5'	1559	9 ft	40	64	32	90	130	50
Laskey D	185.00	17' x 22'	374	9 ft	16	12	12	32	25	24
Clyde & Mary Hall	220.00	22' x 31.5'	693	15 ft	20	40	20	30	60	25
Kreitner	200.00	22'.5" x 25'	562	9 ft	28	30	20	30	50	18
Owen Book Room	80.00	8' x 10'	80	12 ft.	6	6	0	0	8	6
FONDREN HALL										
Entire: \$750.00/2nd floor \$450.00										
Harambee Auditorium	\$550.00	40' x 59.5'	2380						184	
Fondren 21-23	400.00	56.5' x 65.5'	1231	10 ft	60	60	60		60	30
Fondren 21	165.00	15.5' x 21'	325	10 ft	20	20	15		20	10
Fondren 22	165.00	20' x 28.5'	570	10 ft	24	35	21		40	20
Fondren 23	165.00	21' x 16'	336	10 ft	20	20	15		20	10
Fondren 24	120.00	15' x 16'	240	10 ft	20	20	15		20	10
BENNETT HALL										
Entire: \$1000.00										
1st Floor Bennett	\$500.00									
2nd Floor Bennett	<i>Note: *Dogwood Room is complimentary with the rental of the Raintree Room.</i>									
Raintree Room	\$550.00	37' x 53'	1961	12 ft	64	90	60	120	160	140
Dogwood Room	80.00	16.5' x 19.5'	321	11 ft	20	24	20	21	30	12
SCARRITT HALL										
International Room	\$400.00	37' x 53'	1961	12 ft	50	50	50	50	50	50
Parlor	Please call Guest Services for pricing.									
Susie Gray Dining Hall	\$2000.00	27.5' x 92'	2530	20 ft	Gothic architecture, tables from the 1920's – Seats 130					
Studio 19	\$150	24' x 22'	528	8 ft	24	24	20	40	35	30
Wightman Chapel	\$425.00 per hour for group worship/special events. Weddings \$1,750.00 – Seats 300									
Skinner Chapel	\$ 100.00 per hour for group worship/special events. Weddings \$300.00 – Seats 20									

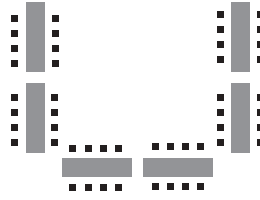
ROOM SET-UP FORM

MEETING SPACE NAME: _____ (please complete this form for each meeting space)

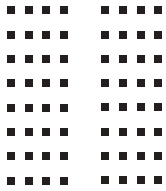
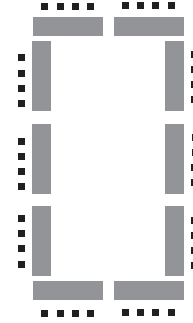
U-SHAPE OUTSIDE



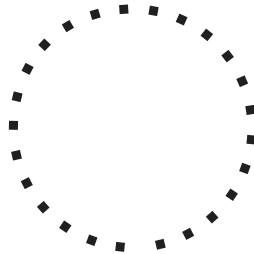
U-SHAPE OUTSIDE-INSIDE



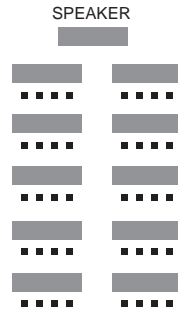
CONFERENCE



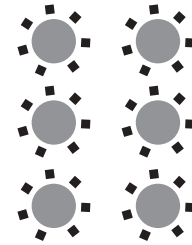
THEATRE



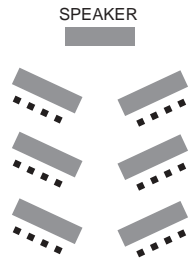
CIRCLE



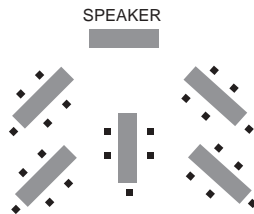
CLASSROOM



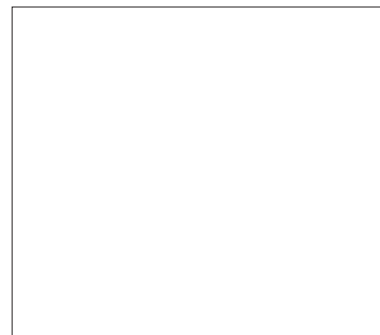
ROUNDS



CHEVRON



HERRINGBONE



OTHER

(Please draw diagram)

Select the room set-up you'll need:

- U-Shape/Outside
- Theatre
- Classroom
- Other
- U-Shape/Outside-Inside
- Circle
- Chevron
- Herringbone
- Conference
- Rounds

Signature _____ Print Name _____ Date _____

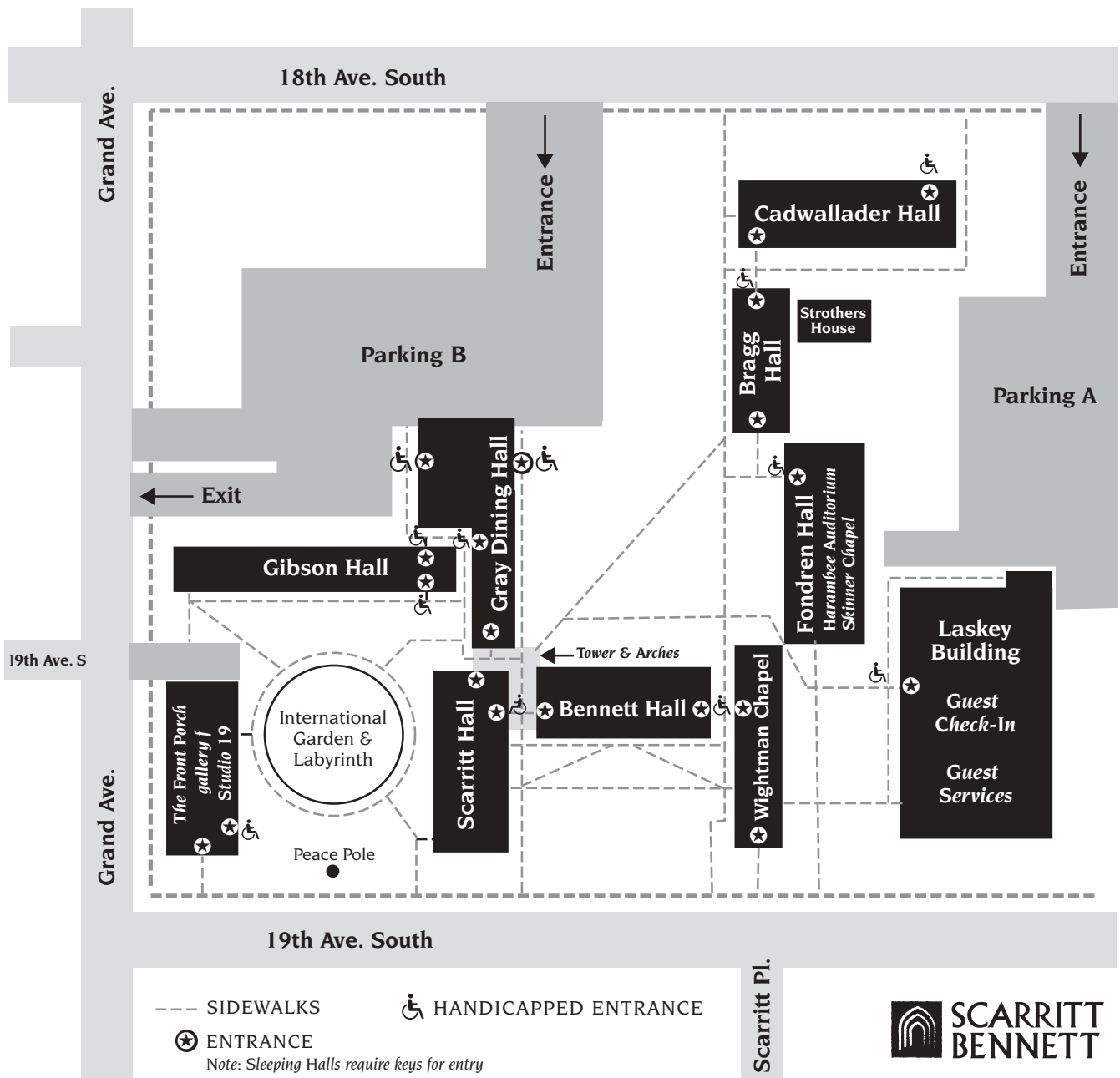
AV / EQUIPMENT SET-UP NEEDS

(One time set-up/take down fee of \$20 per meeting room per service)

MEETING SPACE NAME: _____ *(please complete this form for each meeting space)*

- Lapel Microphone (*Raintree Only*) *Quantity Needed:* _____
- Floor Microphone Stand *Quantity Needed:* _____
- Plug-in Microphone *Quantity Needed:* _____
- Hand-held Cordless Microphone *Quantity Needed:* _____
- Portable (PA) Sound System *Quantity Needed:* _____
- Built-in (PA) Sound System (*Harambee/Raintree Only*)
- 25 Inch Television *Quantity Needed:* _____
- 27 Inch Television *Quantity Needed:* _____
- 32 Inch Television *Quantity Needed:* _____
- DVD Player *Quantity Needed:* _____
- VCR *Quantity Needed:* _____
- LCD Projector *Quantity Needed:* _____
- Slide Projector *Quantity Needed:* _____
- Overhead Projector *Quantity Needed:* _____
- Built-in Screen (*Clyde & Mary/Harambee/Raintree Only*)
- 8ft. Screen *Quantity Needed:* _____
- Flip Chart w/Easels *Quantity Needed:* _____
- Erase Board (*size of Flip Chart*) *Quantity Needed:* _____
- Hymnals *Quantity Needed:* _____
- Full Podium *Quantity Needed:* _____
- Table Top Podium *Quantity Needed:* _____
- Piano (*located in various spaces*)
- Music Stands *Quantity Needed:* _____
- Laptop Computers *Quantity Needed:* _____
- Registration Tables *Quantity Needed:* _____
- Audio Visual Cart *Quantity Needed:* _____
- CD/Boom Box *Quantity Needed:* _____
- Extension Cords *Quantity Needed:* _____
- Surge Suppressor/Power Strip *Quantity Needed:* _____
- Display/ Exhibit Tables *Quantity Needed:* _____

Signature _____ Print Name _____ Date _____



MEETING ROOM LOCATIONS

LASKEY:
 Laskey 101 - 1st Floor
 Laskey Great Hall - 1st Floor
 Laskey 103, 104 & 105
 Laskey Research Library - 1st Floor
 Laskey A, B, C & D - 2nd Floor
 Clyde & Mary Hall - 2nd Floor
 Kreitner - 2nd Floor
 Owen Book Room - 2nd Floor
 SBC Collection Display

FONDREN HALL:
 Harambee Auditorium - 1st Floor
 Skinner Chapel - 1st Floor
 Fondren 21 - 24 - 2nd Floor

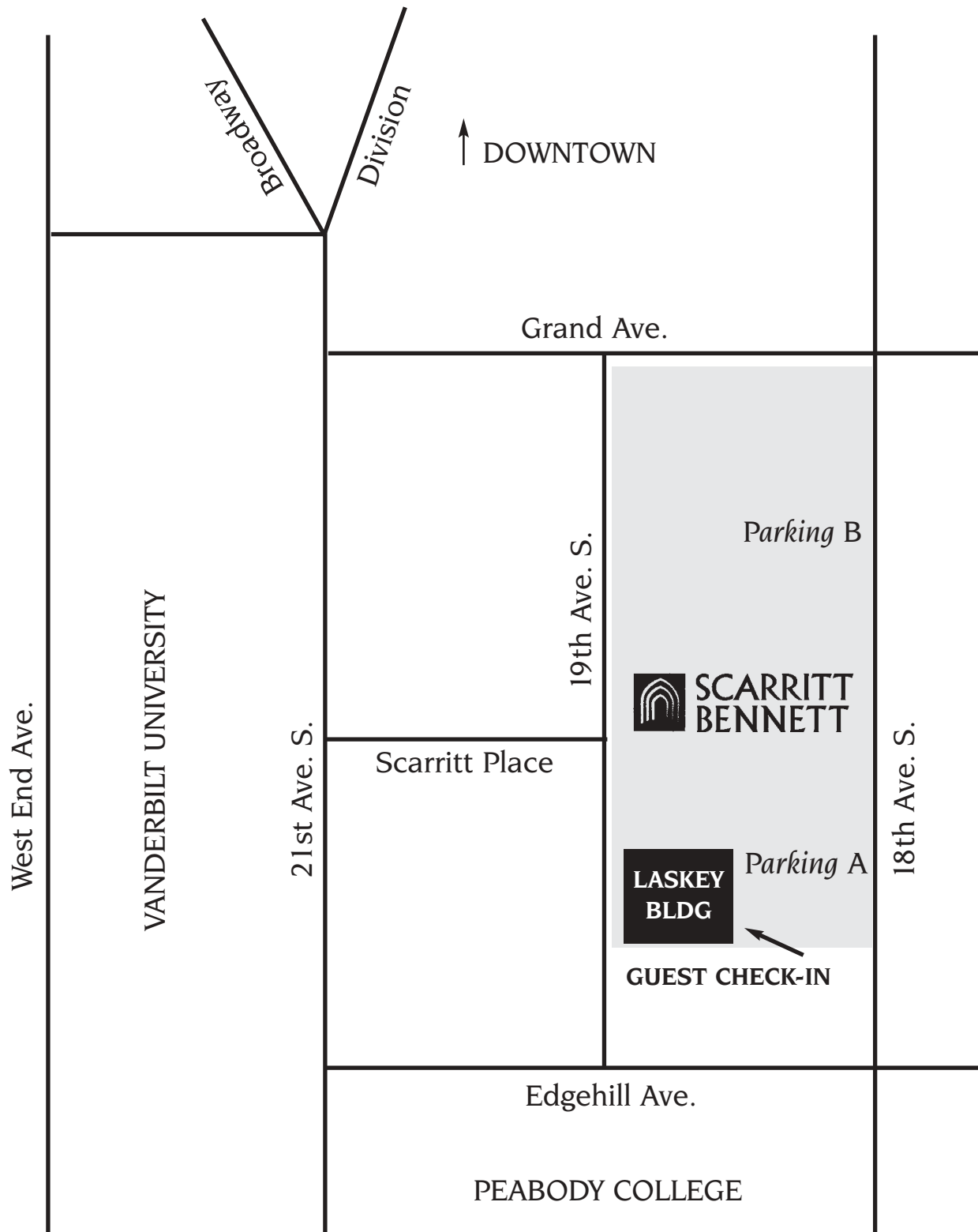
BENNETT HALL:
 Social Rooms - 1st Floor
 Dogwood - 2nd Floor
 Raintree - 2nd Floor

SCARRITT HALL:
(formerly known as Admin)
 Administration
 1st & 2nd Floor
 Parlor - 1st Floor
 Alumni Rm. - 2nd Floor
 International Rm. - 2nd Floor

Scarritt-Bennett Center is a smoke-free campus.

1008 19TH AVENUE SOUTH, NASHVILLE, TN 37212 • 615.340.7500 TOLL-FREE 866.420.5486

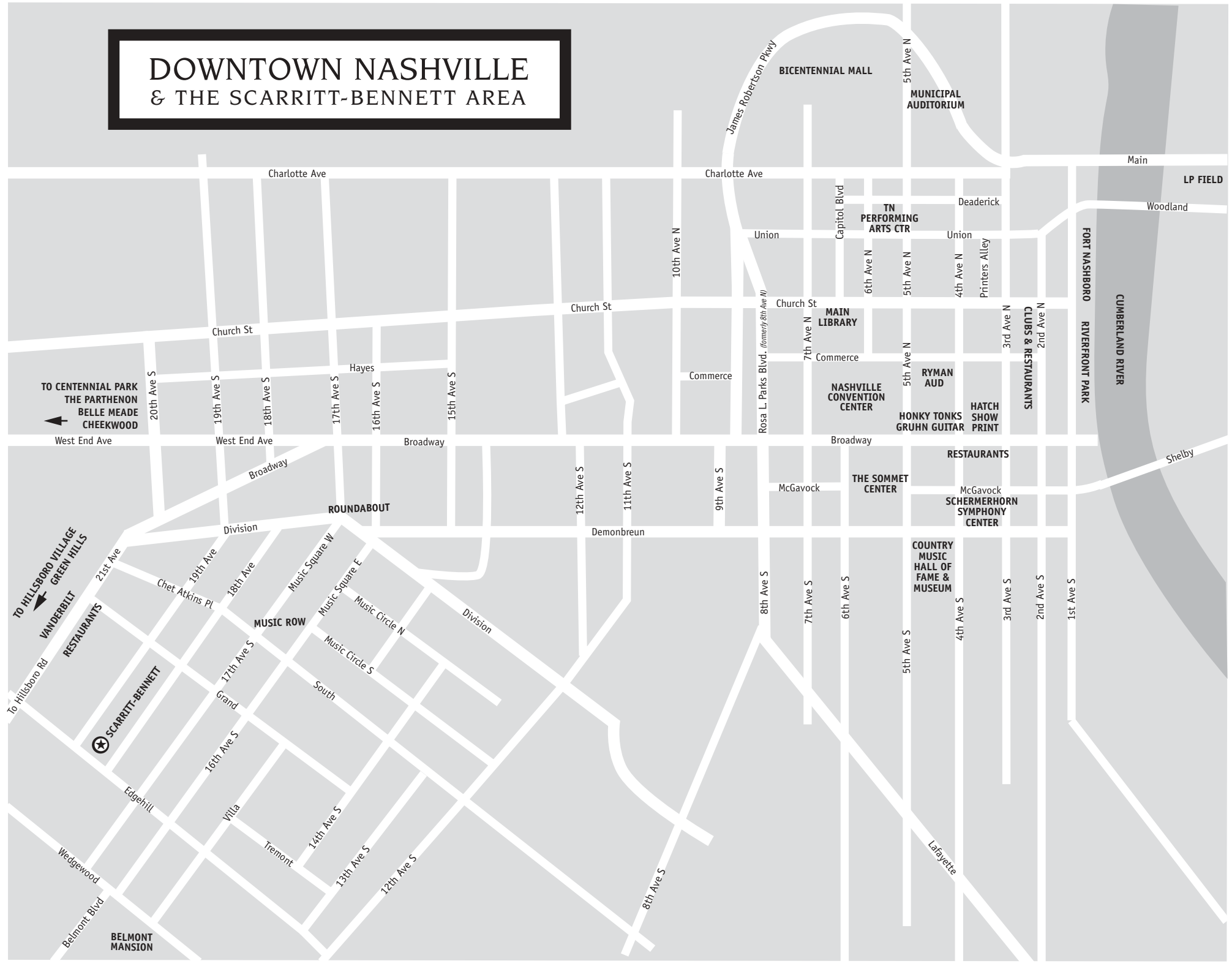
WWW.SCARRITTBENNETT.ORG



OVERNIGHT GUESTS: GUEST CHECK-IN IS IN THE LASKEY BUILDING.
 (There are several buildings on the Scarritt-Bennett campus.)

"PARKING A" IS THE MOST CONVENIENT LOT FOR THIS BUILDING.
IT IS ACCESSIBLE FROM 18TH AVENUE SOUTH.

DOWNTOWN NASHVILLE & THE SCARRITT-BENNETT AREA



TO CENTENNIAL PARK
THE PARTHENON
BELLE MEADE
CHEEKWOOD

TO HILLSBORO VILLAGE
GREEN HILLS
VANDERBILT
RESTAURANTS



BELMONT MANSION

BICENTENNIAL MALL

MUNICIPAL AUDITORIUM

TN PERFORMING ARTS CTR

MAIN LIBRARY

NASHVILLE CONVENTION CENTER

RYMAN AUD

HONKY TONKS GRUHN GUITAR

HATCH SHOW PRINT

RESTAURANTS

THE SOMMET CENTER

McGavock SCHERMERHORN SYMPHONY CENTER

COUNTRY MUSIC HALL OF FAME & MUSEUM

CLUBS & RESTAURANTS

FORT NASHBORO RIVERFRONT PARK

CUMBERLAND RIVER

LP FIELD

ROUNDABOUT

MUSIC ROW

Belmont Blvd

Edgemoor

Villa

Tremont

14th Ave S

13th Ave S

12th Ave S

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7th Ave S

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5th Ave S

4th Ave S

3rd Ave S

2nd Ave S

1st Ave S

21st Ave

Chet Atkins Pl

19th Ave

18th Ave

Music Square W

Music Square E

Music Circle N

Music Circle S

Division

South

Grand

17th Ave S

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4th Ave S

3rd Ave S

Charlotte Ave

Church St

Hayes

Commerce

Church St

Commer

McGavock

Demonbreun

Division

Shelby

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DRIVING DIRECTIONS TO SCARRITT-BENNETT CENTER

I-65 SOUTH FROM LOUISVILLE TO NASHVILLE

I-65 South to Wedgewood Exit #81. Turn right onto Wedgewood at end of ramp. Go approximately 1.1 miles and turn right on 18th Ave. South. Cross over Edgehill Ave. Go .06 mile, Scarritt-Bennett Center parking lot A will be on your left.

I-65 NORTH FROM HUNTSVILLE TO NASHVILLE

I-65 North to Wedgewood Exit #81. Turn left onto Wedgewood at end of ramp. Go approximately 1.1 miles and turn right on 18th Ave. South. Cross over Edgehill Ave. Go .06 mile, Scarritt-Bennett Center parking lot A will be on your left.

I-40 WEST FROM KNOXVILLE TO NASHVILLE

I-40 West to I-65 South toward Huntsville. Take Wedgewood Exit #81. Turn right onto Wedgewood at end of ramp. Go approximately 1.1 miles and turn right on 18th Ave. South. Cross over Edgehill Ave. Go .06 mile, Scarritt-Bennett Center parking lot A will be on your left.

I-40 EAST FROM MEMPHIS TO NASHVILLE

I-40 East to I-440 East toward Knoxville (Exit #206). Take Exit #3 which is 21st Ave. Follow the signs to 21st Ave (not Hillsboro Pike). Go approximately 1.5 miles. Look for the pedestrian bridge over the street at Edgehill. Turn Right on Edgehill Ave. Go to 4-way stop sign. Turn left on 18th Ave. Scarritt-Bennett Center parking lot A will be on your left.

I-24 WEST FROM CLARKSVILLE TO NASHVILLE

I-24 West to I-65 South toward Huntsville. Take Wedgewood Exit #81. Turn right onto Wedgewood at end of ramp. Go approximately 1.1 miles and turn right on 18th Ave. South. Cross over Edgehill Ave. Go .06 mile, Scarritt-Bennett Center parking lot A will be on your left.

I-24 WEST FROM CHATTANOOGA TO NASHVILLE

I-24 West from Chattanooga to I-440 West toward Memphis. Take the 21st Ave. Exit. Follow the signs to 21st Ave (not Hillsboro Pike). Go approximately 1.5 miles. Look for the pedestrian bridge over the street at Edgehill. Turn Right on Edgehill Ave. Go to 4-way stop sign. Turn left on 18th Ave. Scarritt-Bennett Center parking lot A will be on your left.