



# TRAINING CENTER

1233 W Loop S  
Suite 1425  
Houston, TX 77027



## Training Rental Rates

- Regular Pricing -
- Full Day (5+ hours) - \$600
- Half Day (less than 5 hours) - \$300

Includes AV equipment, beverages, free parking, and reception area.

Seated capacity - 38 classroom style

After hours (after 5 pm)-  
Additional \$75/hour

There is a 2 large screen TVs to be used with laptop. If your laptop does not work with the equipment, we will provide a laptop for your use.

Groups may use professional caterers to provide food for their events.

There is free visitor parking. The parking garage entrance is located on the north side of the building on Post Oak Park Drive. There is also an entrance to the garage directly off 610 frontage road. See last page. An email will be sent to the organizer to send to attendees.



Organizers will need to provide TXCPA Houston a list of attendees to be submitted to building management. A spreadsheet will be sent to the organizer to complete.

### **Cancellations**

Any groups cancelling fewer than seven (7) business days before the scheduled event will result in a charge of one (1) day's room rental. Training Facility rental clients agree to refrain from using the TXCPA Houston's name in their promotional literature. Reference to location of seminar/meeting should be limited to the buildings address, 1233 W. Loop S., Suite 1425, Houston, TX 77027

## **Company Information**

**Name:**

**Primary contact name:**

**Address:**

**City:**

**State:**

**Zip:**

We are interested in securing the following rental services from the TXCPA Houston and agree to the terms of this agreement.

**Authorized Name:**

**Signature:**

**Date:**

# Building and Parking Location



## TXCPA Houston Contact

**Kristie Ondracek**

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832-831-9229