



The Broughton Foundation

Reserve Facilities for Your Special Events!

The **Elizabeth Sugden Broughton Community Building** is a large building project undertaken by The Broughton Foundation. It is perfect for corporate retreats and conferences, trade shows, class and family reunions, weddings, anniversaries, reunions, memorials, public meetings, and more! It is large and spacious enough for social spacing too! Located near the main entrance to the Broughton Nature and Wildlife Education Area on State Route 821 in the activity center of The Park, the Community Building has a state of the art sound system, a kitchen for food brought in by users and caterers, a patio, and many other features. All entrances are ADA-compliant. Visit our website to view our wedding gallery.



A specially-designed space of 1,528 square feet, **The Oak Room**, is available for meetings, classes, and other similar uses. Features and amenities include a unisex restroom, a refrigerator, a 75 inch TV, internet, cable, private entrance, and parking in front. Broughton Commercial Properties, LLC takes care of setup, snow removal, and lawn care. Room setup of round or rectangular tables and chairs are included in the daily rental rate.



A conference room with TV and WiFi, the 2,000 square foot **Chestnut Meeting Room** accommodates 16 guests, allowing for spacing due to Covid, at 4 round tables. There is also a meeting area in the entry to the Chestnut Room that is just right for a break out meeting of up to 8 guests around two round tables. Rental of the Chestnut Room includes a kitchen facility with microwave, small refrigerator, sink, and dining room table with 4 chairs. Other features include two unisex bathrooms and plenty of level parking. The property is handicap accessible. It is located in GWB Complex 2 South, Building 21, on the lower level.



The **Pavilion/Shelter** is perfect for outdoor events. Features include running water, portable toilets, bike service station and rack, picnic tables and seating, convenient parking, and acres of open fields. The Foundation will post a RESERVED sign on the Pavilion and the interior of the Pavilion will be pressure-washed prior to arrival.



To submit a request to reserve the Community Building, Oak Room, Chestnut Room, Buckeye Room, and/or the Picnic Pavilion, email or fax the information outlined on the reverse or contact us at the numbers below. Please note that submitting a request does not guarantee a reservation.

639 State Route 821 • Marietta, Ohio 45750 • Phone: 740-374-9396 • FAX: 740-374-9924 • TheBroughtonFoundation.org

Contact Lisa to inspect our facilities and see our latest updates! lisa@broughtoncommercial.com or 740-516-6959

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How to submit a request to reserve facilities...

Reserve facilities or check availability by calling 740-374-9396 between 8:00 a.m. and 4:00 p.m. Monday-Friday. Requests may also be submitted to our property managers via email through the Contact page of our website.

What building, room, or other facility do you wish to reserve?

- **Elizabeth Sugden Broughton Community Building**
- **Oak Room**
- **Chestnut Room**
- **Pavilion/Shelter and Grounds**

Please provide the following information:

1. Your name as primary contact with title (Owner, Executive Director, Vice President), if applicable.
2. The legal name of your company, your organization, or your family name.
3. Do you represent a nonprofit organization with 501(c)(3) status? If so, please include the Tax I.D. number and tell us what year the org was established.
4. Full address including street and P.O. Box, City, State, Zip, Phone, Website.
5. Your contact information: personal and professional email addresses and phone numbers; home and workplace.
6. Please describe your event and estimate the number of guests expected.
7. How many days? Preferred dates, alternate or optional dates. What other information can you provide?
8. Any questions you may have.
9. Would you like to purchase face masks? Masks will be made available in boxes of 50 at cost, if desired.

Please note:

1. Submitting a request does not guarantee a reservation.
2. A daily rental fee and refundable deposit are required with reservation and are payable in advance.
3. Deposits will be returned 10 days after the event if the conditions of the contract have been met.

If you submit a request via email and do not hear from us within two business days or wish to inquire about available dates, please call 740-374-9396 between 8:00 a.m. and 4:00 p.m. Monday-Friday. Offices for The Broughton Foundation, Broughton Wildlife Education Area and Elizabeth Sugden Broughton Community Building office are located at GWB Complex 1, Building 1. The Foundation office is also the office for Broughton Commercial Properties, LLC, and GWB Oil & Gas. See our Contact page for a link to directions. The Broughton Foundation is a nonprofit organization founded in 1991 by Carl and Elizabeth Broughton to develop and manage the Broughton Nature and Wildlife Education Area and Elizabeth Sugden Broughton Community Building.

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