



## Meet@319

The Essex, home to VIA design, offers an open first floor forum and conference space for rent in the heart of Downtown Norfolk. From business meetings, staff retreats, lunch and learns, to art gallery openings, the Meet@319 space is flexible to accommodate any type of event you may be hosting. The first floor space transforms from fully daylight to private presentation mode with the buildings automated control system. The space offers a full-service kitchen for catering to your guests, but it's also walking distance to downtown's dining scene. More details listed below.

### Rental Availability:

- Monday 10:30am – 8pm
- Tuesday-Thursday 8am – 8pm
- Friday + Saturday 8am – 3pm

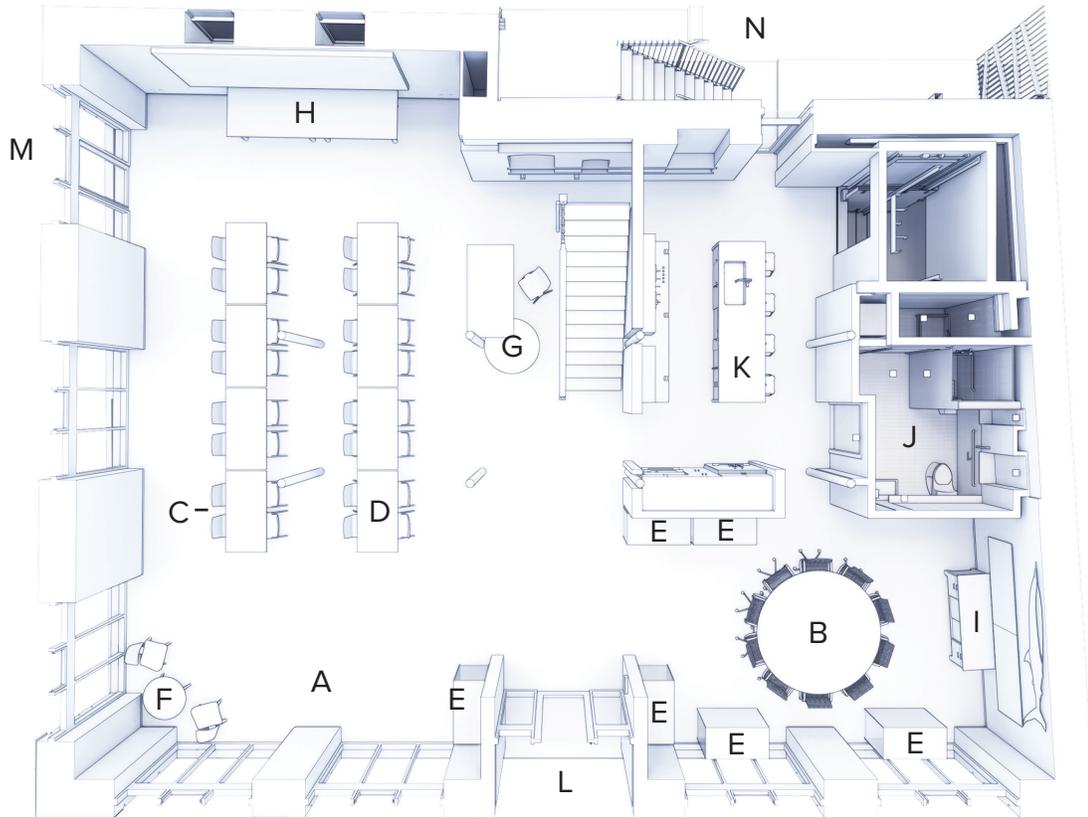
### Amenities:

- 8 Black tables — 30" x 60"
- 50 Black chairs
- Presentation capabilities (projector screen/ TV monitors)
- Wi-Fi capabilities
- Teleconferencing
- Touchway Screen (Slideshow, Video, or Gallery Capabilities)

### Kitchen Utilization:

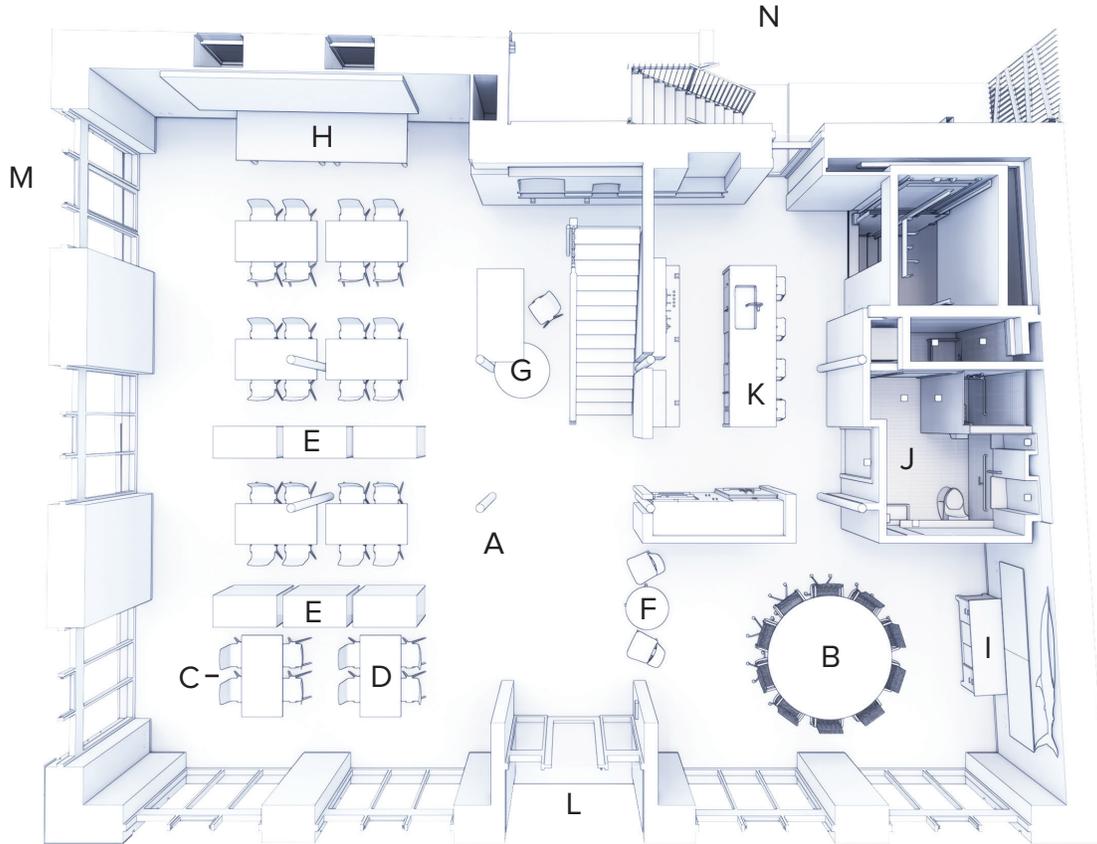
- 1 Garbage Can + 1 Recycling Can
- Refrigerator and freezer space
- Microwave
- Ice maker
- Dishwasher
- Plates / Drinkware / Flatware
- Stove range + wall ovens (available for use by approved professional catering only)

To check out the space in person use the contact form on the Meet@319 web page to set up a date and time. <https://viadesignarchitects.com/meetat319/>



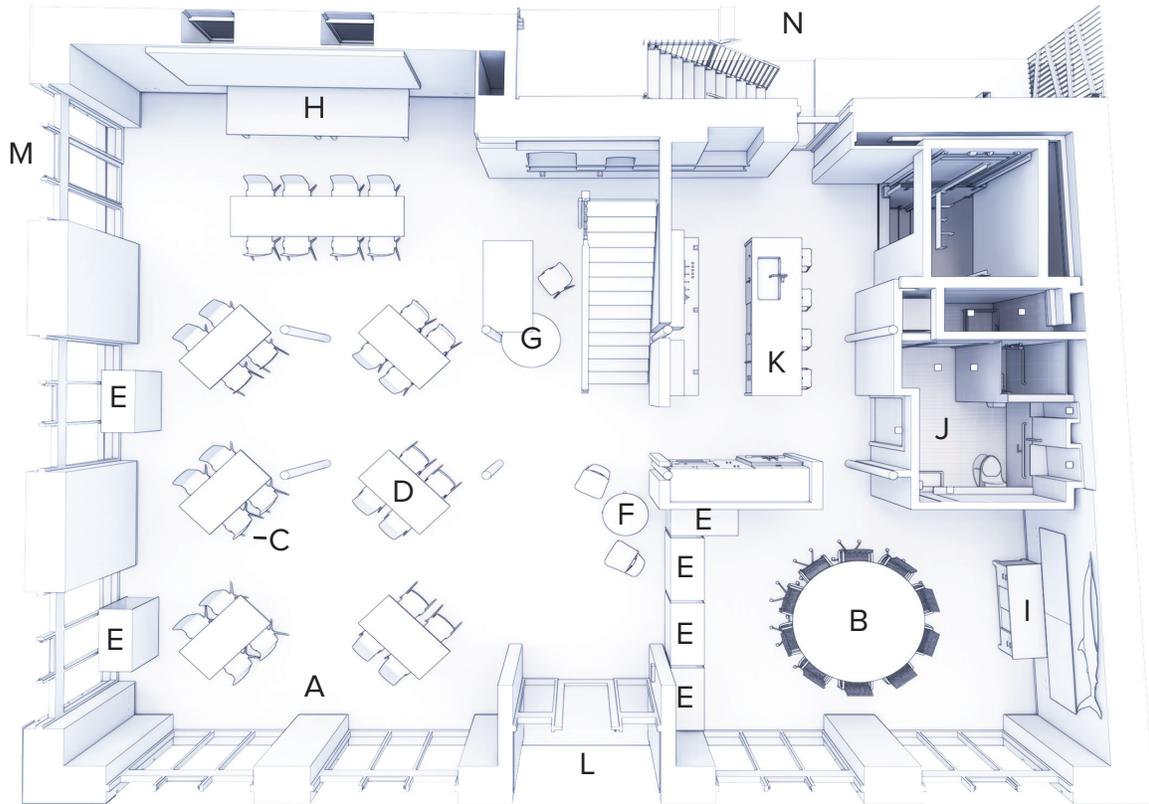
This layout is perfect for hosting luncheons. Whether you are from out-of-town looking for a space for all your friends and family or interested in hosting business partners and clients.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |



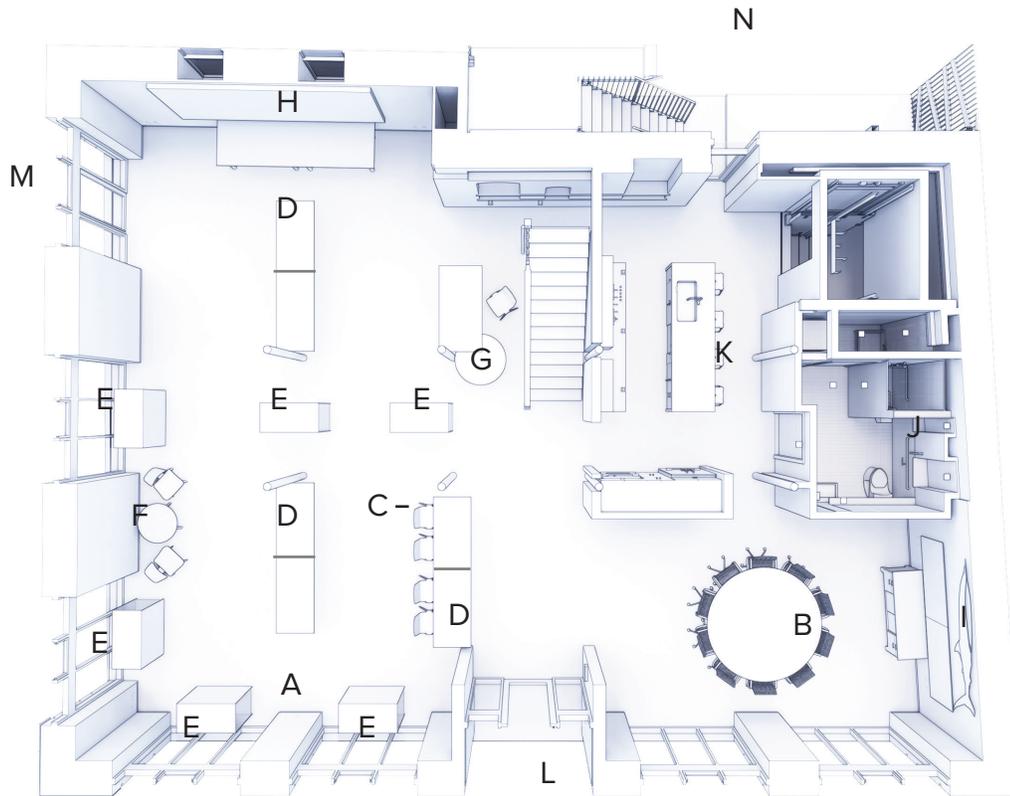
Perfect for group exercises and workshops. With our movable dividers the room can be split up to create zones that groups can work and collaborate in. This layout is also great for team building exercises where groups are split into teams to compete with one another and need space to strategize.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |

**Forum Layout: Reception**


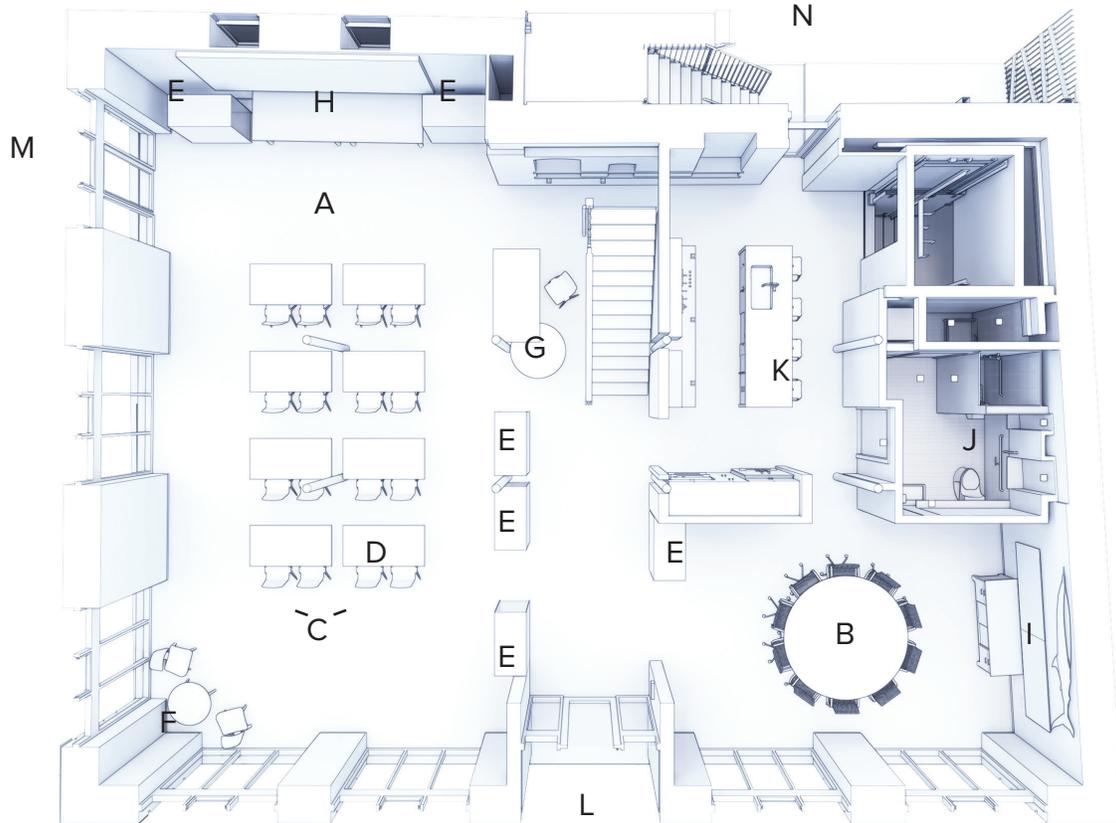
This layout allows for a reception style dining and/or lunch experience. It also functions as a panel discussion with a head table at the front.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |

**Forum Layout: Gallery / Cocktail**


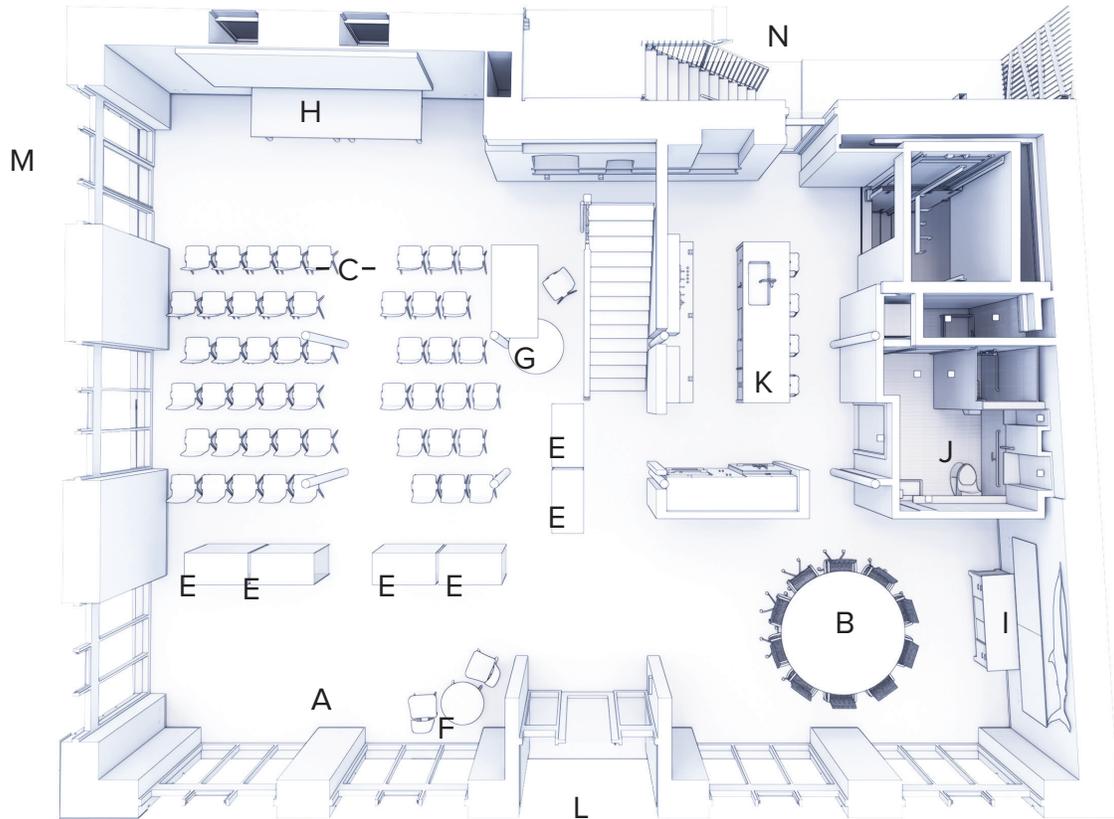
Interested in showing off your art or hosting a cocktail hour, this layout is flexible to provide enough space for guests to mingle and move-about the room. With tables lined down the center, it works for buffet style meals or showcasing art work.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |

**Forum Layout: Classroom**


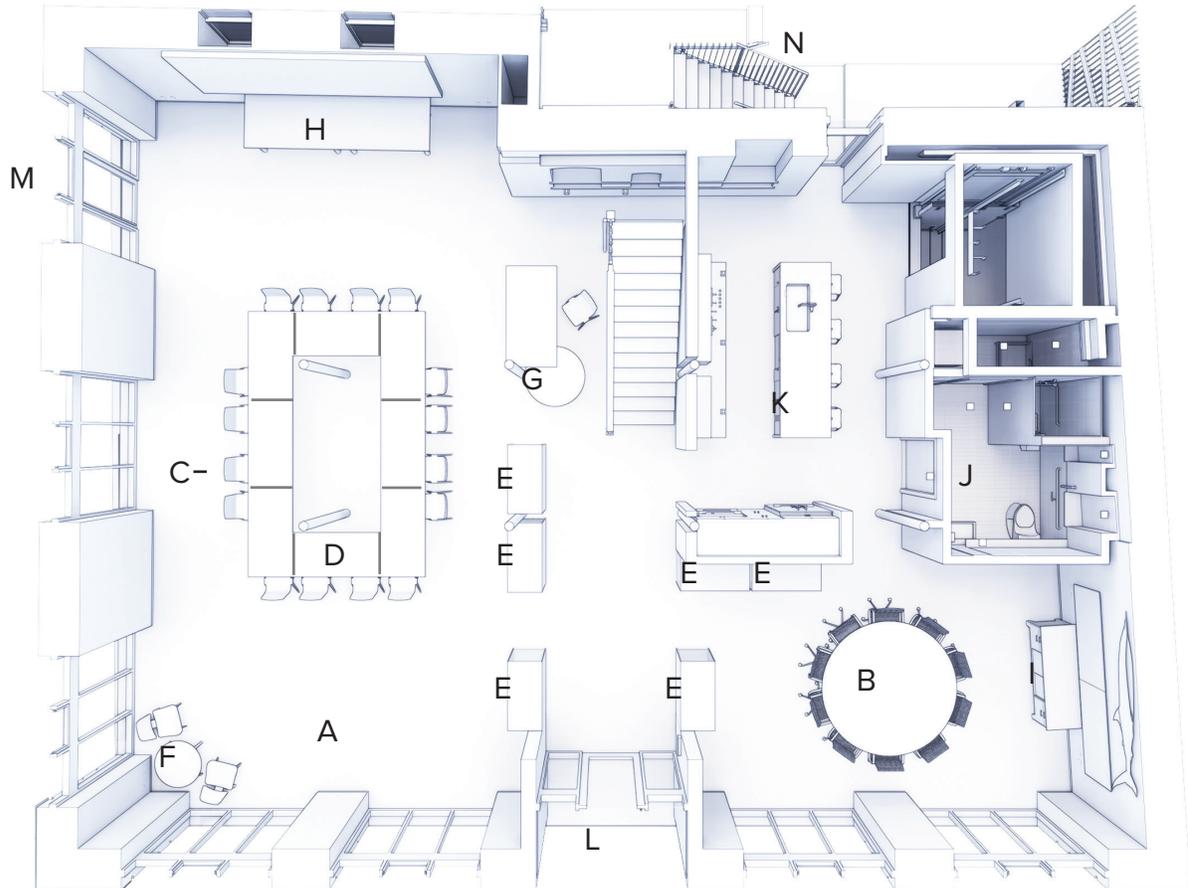
Setting up in classroom style is perfect for ‘lunch and learns’, seminars, and presentations that require note-taking.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |

**Forum Layout: Lecture**


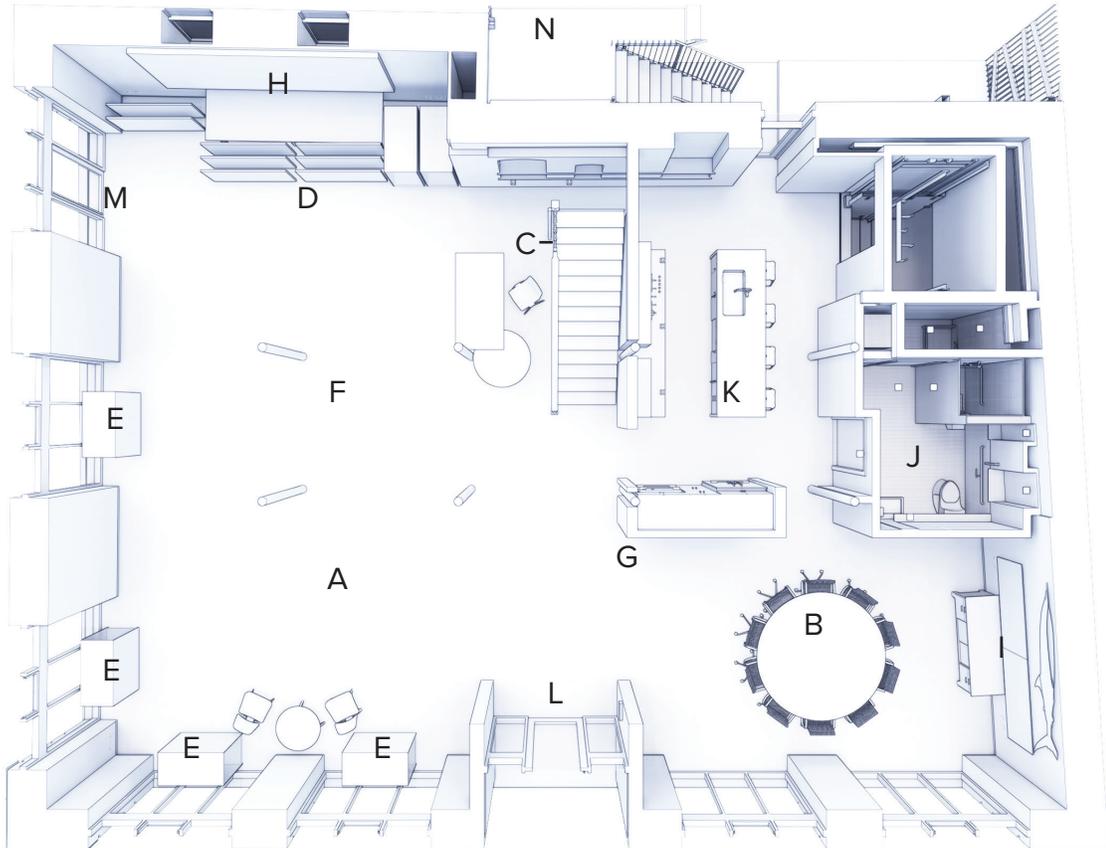
The room easily transitions into a lecture hall to present products, movies, and guest speakers.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |

**Forum Layout: Boardroom**


By popular demand for staff retreats or large meetings, the “doughnut” or “U” shape can accommodate a large group that intends to discuss business or strategic planning.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs                  | J | Restroom                           |
| D | Tables                  | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |

**Forum Layout:** Open Forum


This layout showcases the rooms capabilities being completely open with tables and chairs tucked away.

- |   |                         |   |                                    |
|---|-------------------------|---|------------------------------------|
| A | Forum                   | H | Projector Screen                   |
| B | Conference Area/Table   | I | TV Monitors                        |
| C | Chairs (stowed)         | J | Restroom                           |
| D | Tables (stowed)         | K | Kitchen                            |
| E | Room Dividers (movable) | L | Plume St. Entrance                 |
| F | Seating Area            | M | Bank St. Entrance - ADA Accessible |
| G | Reception Desk          | N | Breezeway / Fire exit              |