



CONFERENCE CENTER // 6724 ALEXANDER BELL DRIVE



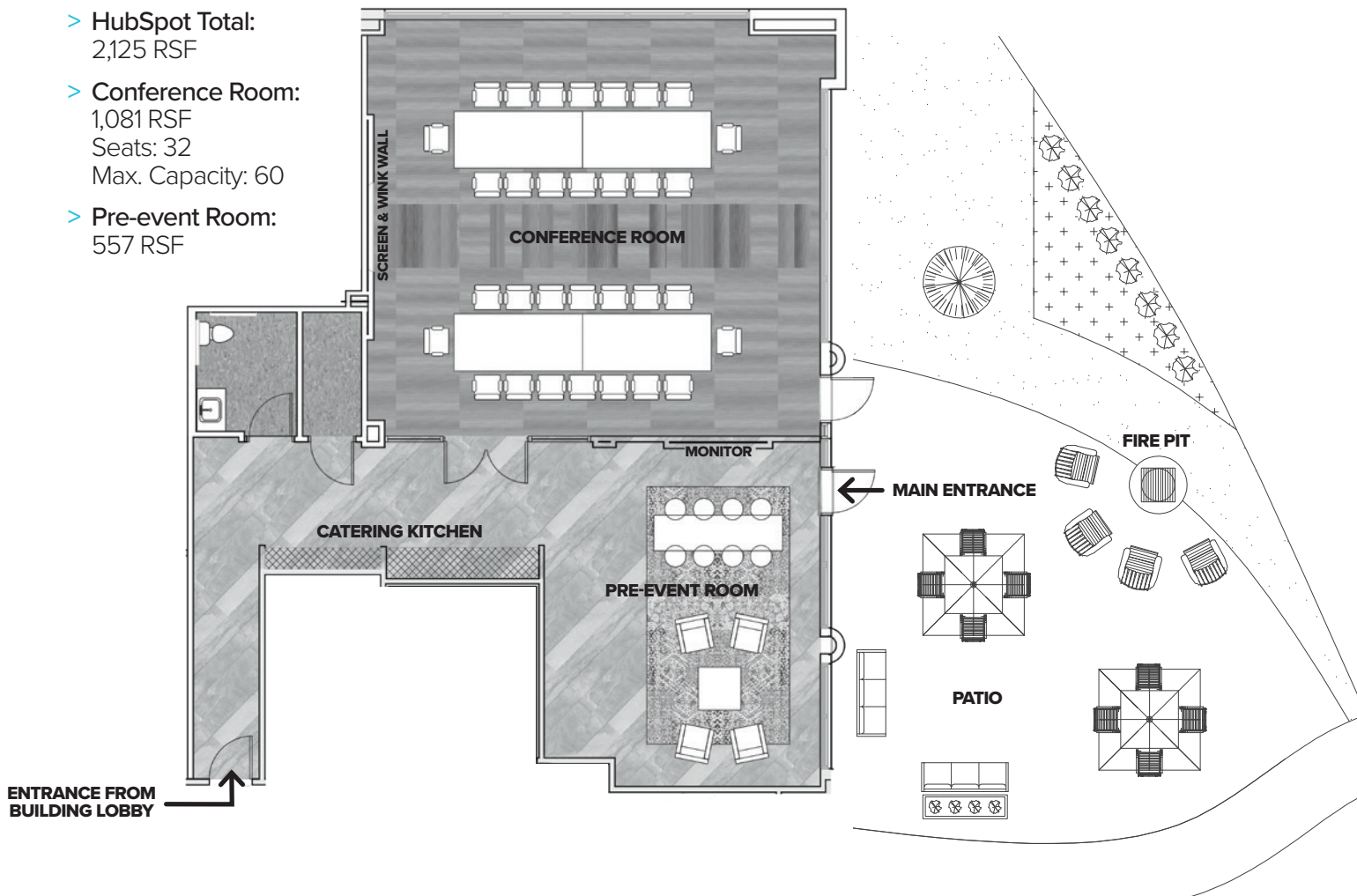


# HubSpot

6724 ALEXANDER BELL DRIVE // COLUMBIA, MARYLAND



- > HubSpot Total:  
2,125 RSF
- > Conference Room:  
1,081 RSF  
Seats: 32  
Max. Capacity: 60
- > Pre-event Room:  
557 RSF





COPT PROPERTY MANAGEMENT // FOR QUESTIONS OR TO RESERVE, CALL 443.285.0722

# Information + Etiquette

## AVAILABILITY

Available to COPT Columbia tenants on first come, first served basis (License agreement and COI required)

Contact COPT Property Management Office to reserve: 443.285.0722

24-hour cancellation notice required

Patio area is included with reservation

Dedicated parking and entrance located at the side parking lot of the building

## USE

For business meetings and events

## RATES

\$75/half day (up to 4 hours) and \$125/all day (over 4 hours)

Mon–Fri: 8:00am–5:30pm  
(seasonal hours may vary)

## CAPACITY

Conference room seats 32 with a maximum capacity of 60

## EQUIPMENT/AMENITIES

### Conference Room

- > Flexible arrangement of furniture
- > Wireless conference phone (rechargeable)–410.290.0493
- > Projector and screen
- > Wink wall with dry erase markers
- > Dedicated heating/air conditioning (HVAC)

### Pre-event Room

- > Monitor
- > Wifi lounge
- > Full size refrigerator, counter space for catering, sink
- > Dedicated restroom

### Patio

- > Fire pit (Gel fuel)

Free, open Wifi

## ETIQUETTE

Be courteous and keep meetings within reservation time frames // Wipe down dry erase boards and place markers in holder  
Remove signs, posters and personal items and push chairs in // Group is responsible for clean up if food/beverages are served  
Report issues accordingly: spills, HVAC, and technical issues with monitor and/or telephone  
Leaving the room: turn lights, monitor, projector and HVAC off // For patio: ensure flames in fire pit are out





**Corporate Office Properties Trust**  
6711 Columbia Gateway Drive, Suite 300  
Columbia, MD 21046  
copt.com [NYSE: OFC](#)