

Virginia Tech Executive Briefing Center

AN EXCEPTIONAL VENUE FOR EDUCATION, INNOVATION, AND NETWORKING





UT PROSIM **(That I May Serve)**

The Executive Briefing Center, located in the greater Washington, D.C., metro area, lives Virginia Tech's motto each day. It is our pleasure to serve groups from throughout the world, and we take, "That I May Serve," to heart.

It is who we are and what we do. Come meet, grow, gather, learn, and celebrate at the Virginia Tech Executive Briefing Center, where your success is our reward.

TECHNOLOGY

At Virginia Tech, we have reimagined the intersection of learning and technology. The Executive Briefing Center exemplifies this through the availability of state-of-the-art technology in each and every space we offer.

We offer guests access to leading-edge visualization and collaboration technology that is both intuitive and dynamic. Unlike many traditional venues, our technology is built-in: both physically, in each meeting space, and financially, as a part of the standard meeting room rental.

Consider the advantages of having readily available technology and services to accommodate successful, engaging presentations. With the following included technology amenities, your event will be seamless and impressive:

- 20-foot ultra-high-resolution projection screen
- Next-generation internet and state-of-the-art audio-visual technology
- Wireless internet access, projection capabilities, and phone lines in every room
- On-site technical support
- Video conferencing





VENUE

The Executive Briefing Center includes nine comfortable, attractive, and professionally appointed gathering spaces with a total capacity of 211 participants. Planners have multiple configuration options, and all rooms have large exterior windows that provide ample natural light or can be shaded instantly.

All main spaces are serviced by two welcoming reception areas, in the Falls Church Foyer and Hospitality Zone, for breaks and casual networking. See the chart below for the spaces available for your group.

Room	Capacity	Type
Ballston	56	Tiered Classroom
Foggy Bottom	20	Tiered Classroom
East Falls/West Falls	90	Multi-Purpose
East Falls Church	39	Multi-Purpose
West Falls Church	40	Multi-Purpose

Room	Capacity	Type
Farragut West	12	Conference Table
Vienna	12	Conference Table
McPherson Square	8	Conference Table
Smithsonian	8	Conference Table
Clarendon	6	Conference Table

AMENITIES AND SERVICES

In addition to state-of-the-art technology, the Executive Briefing Center supports your planning needs by providing access to, and support for, all the additional requirements of your meeting or event:

- On-Site Event Manager
- Recommended Caterers List
- Underground Parking
- Copy/Print Services
- Linen Rentals
- Additional Flip Charts
- Parking Validation Services





LOCATION

Location really *is* everything, and the Executive Briefing Center is truly in the center of it all.

Located in the bustling Ballston neighborhood of Arlington, Virginia, just a few miles from the nation's capital, the Executive Briefing Center offers guests convenient access to transportation, lodging, and amenities that are second to none. For a one-day board meeting, a multi-day conference, and everything between, guests attending an event at the Center will be spoiled by our location.

GETTING HERE

The Executive Briefing Center is easy to access. Whether by automobile or public transportation, the options are numerous, and the trip is easy.

Automobile: I-66 Ballston exit, inside the Capital Beltway

Metro Access: **Ballston Station**, serviced by Orange and Silver Lines

Air: **Ronald Reagan National Airport:** 6 miles by Uber, Lyft, or taxi service and Metro Accessible

Dulles International Airport: 23 miles by Uber, Lyft, or taxi service and Metro Accessible

Train: **Union Station:** 8 miles by Uber, Lyft, or taxi service and Metro Accessible

STAYING HERE

We love hosting multiday events, and if your group is looking for a great place to stay, be sure to consider one of the nearby hotels for your overnight accommodations. Let us know your plans, and we can help make the connection!

Westin Arlington Gateway

Hilton Arlington

Residence Inn Arlington Ballston

PLAYING HERE

A hard day's work deserves an evening of relaxation, entertainment, and a good meal. The many amenities of Ballston are right outside our doors. Once the meeting is over, check out these options for your evening activities.

Ballston Quarter

DC Cultural Attractions

Restaurants and Shopping

Northern Virginia Attractions





SERVING YOU IS OUR PLEASURE

The Virginia Tech Executive Briefing Center invites you to experience our service first-hand.

Call or email us today to book your next meeting, training, conference, product launch, social gathering, or special event.

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