



HYNES FACILITY OVERVIEW



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John B. Hynes Veterans Memorial Convention Center

The John B. Hynes Veterans Memorial Convention Center (Hynes) is owned and operated by the Massachusetts Convention Center Authority (MCCA).

Flexibility is the key to success, which is why the Hynes was designed to meet so many different needs. The Hynes provides a total of 352,000 square feet of flexible space on three levels, with rooms varying in size from 775 square feet to 110,000 square feet. The Hynes has five exhibit halls, one of which can be used as an Auditorium that can seat over 3,000 persons. Our impressive Boylston Street Hallway, with its huge windows over-looking the city, serves as a stunning reminder of why you chose Boston. Our professional staff will become part of your team to provide you with service second to none.

ADA Compliant Facility

The Hynes strives to meet the needs of all its patrons at all events and is fully ADA compliant. All areas, including restrooms and the Café and Cafeteria, are ADA accessible. Elevators are located on each level and a limited number of wheelchairs are available at the first aid station at no charge. Special hearing devices can be connected into the MCCA sound system. If you have any attendees with special needs, please let your Event Services Manager know as soon as possible so that all necessary accommodations can be made in advance.

The Ballroom

Our unique Ballroom offers state-of-the-art sound systems and a spectacular triple vaulted ceiling, in an elegant setting. The Ballroom can be opened to a 25,347 square foot space or divided into three (3) separate Ballrooms of varied sizes. The floor load is 100 lbs. per sq/ft.

The Exhibition Halls

The Exhibit Halls combined are 176,910 square feet of space situated on two levels. Level One is 75,670 gross square feet in two combined or independent halls. Level Two is 101,240 gross square feet in three combined or three independent halls.

The Exhibition Hall floors are concrete slabs rated for a floor load of 250lbs/sq. ft. Utilities are located on thirty foot (30') centers with telephone, electric, plumbing, air compression, and Internet connections.

Concession stands and restrooms are available inside halls A, B, C and D.

Loading Dock

Loading dock access via Cambria Street provides you with (14) loading bays and seven (7) elevators. The elevator load capacities range from 8,000 to 75,000 pounds, which can accommodate a tractor-trailer. House and food services have a separate designated area to insure smooth and prompt delivery. Arrangements can be made for a hand-carried exhibitor drop off area, serviced by two elevators and a receiving platform. (Privately owned vehicles may use elevators 15 & 16.)

Main Lobby Café and Cafeteria

Two (2) separate food service areas are available to serve a wide selection of meals and snacks to patrons of the Hynes. The Café and Cafeteria are located on Level One, off the Main Lobby. Please contact your Catering Sales Representative for more information at (617) 954-2330.

Meeting Rooms

Meeting Rooms are available on each level of the facility. These rooms offer the meeting planner flexibility in room size. There are a total of (35) rooms available. Electrical, phone and Internet, are available in each room. A built-in sound system is available if you choose to work with the in-house preferred vendor who has the exclusive contract on the use of the house sound system. NOTE: this sound system is not available in rooms 301, 303, 305 or 307.

The Hynes, through your Event Services Manager, will provide the initial standard set-up of the meeting rooms with available MCCA equipment. Set-ups for meeting rooms other than standard sets may be subject to additional charges. Please contact your Event Services Manager for further details. Please note that linens are only provided free of charge for the following sets:

Food & beverage function, registration tables, head tables and the first row of a classroom set. All equipment needed for exhibitors in meeting rooms and pre-function spaces will incur a charge.

Use of space outside of the rooms, directly named within the contract, is limited to the area immediately outside the contracted space, and may be used for registration purposes only. We request that use of

this space not, in any way, disturb or obstruct other occupants. If you have any questions about space availability or use, please contact your Event Services Manager at (617) 954-2000.

Non-Smoking Facility

The Hynes is a non-smoking facility. Smoking is NOT allowed in the building at any time. Designated smoking areas are located outside the building.

Pre-Function Space

Pre-function space will provide the setting for event registration, information booths, receptions, cocktail parties, and other traditional activities. All Pre-Function, Lobby, and Registration areas are centrally located, with direct flow into the exhibit halls and meeting rooms. Electric, telephone, and Internet access is available in all registration areas. The floor load is 100 lbs per sq/ft.

Recycling

The MCCA recognizes the importance of operating an environmentally sound business within the community. Our team has established a systematic recycling program that allows employees, contractors, exhibitors and patrons to recycle the following:

- Cardboard
- Mixed paper
- Commingled materials
- Plastic wrap
- Carpet & Carpet padding
- Pallets
- Low voltage cabling
- Kitchen cooking oils and grease
- Fluorescent light bulbs
- E-Waste
- Food waste

The MCCA also launched CONVENTIONS C.A.R.E., a donation program that encourages event planners to leave unused materials at designated locations during the conclusion of an event. This program not only helped the MCCA divert over 73,000lbs from the waste stream in 2010 but it also serves as a resource for charitable organizations that are in need of unused products.

Show Offices

Exhibit Halls A, B, C and D have dedicated show offices for event use. Use of the offices is conditional upon exhibit hall rental.

Freight and Service Elevators

There are nine (9) freight and service elevators within the Hynes. For specific measurements and capacities please refer to Section H of this guide.