



ROOM CAPACITIES & DIMENSIONS

FIRST FLOOR	THEATRE STYLE	CLASSROOM STYLE	COCKTAIL RECEPTION	BANQUET STYLE
EAST LOUNGE 4,200 sq. ft. (105' x 40' x 9')	180	90	400	160
GRAND BALLROOM 11,088 sq. ft. (112' x 99' x 15') <i>Divides in half</i>	1500	900	1400	1100
WEST LOUNGE 1,980 sq. ft. (60' x 33' x 9')	200	120	200	140
JEFFERSON BALLROOM 6,750 sq. ft. (135' x 50' x 11') <i>Divides in thirds</i>	700	550	800	650
SECOND FLOOR	THEATRE STYLE	CLASSROOM STYLE	COCKTAIL RECEPTION	BANQUET STYLE
MONROE ROOM 1,891 sq. ft. (61' x 31' x 8')	185	95	150	130
MADISON ROOM 2,760 sq. ft. (69' x 40' x 8')	250	150	250	180

Birchwood Manor is an exceptional meeting environment offering more than 32,000 square feet of elegant, flexible function space.

For Extraordinary Events

Birchwood Manor is one of northern New Jersey's preeminent corporate meeting and convention venues. Privately owned and operated since 1953, the facility and its staff have excelled for more than five decades at creating the most extraordinary special events.

Located on 20 scenic acres in the heart of Morris County, just minutes from major highways, Birchwood Manor is an exceptional meeting environment offering more than 32,000 square feet of elegant, flexible function space.

The 11,088 square-foot Grand Ballroom, boasting a 15-foot ceiling and magnificent crystal chandeliers, is one of the largest in the area. The entire facility consists of eight main rooms of various sizes and configurations, as well as several smaller event spaces. Together they provide unlimited set-up options with versatile multiple room access.

Outdoor terraces and magnificent gardens, meanwhile, create the perfect setting for casual networking.

Birchwood Manor offers its clientele the ideal venue for corporate events, whether they are intimate board meetings, major trade shows, classroom or theater-style seminars or gala cocktail receptions for as many as 1,400 guests.

The event spaces are only the beginning. Birchwood Manor has an incredible combination of all the right business amenities and services including:

- Audio/visual staging services
- Multimedia equipment rentals
- On-site audio/visual equipment coordinator
- High-speed wireless Internet access

- Teleconferencing
- Facsimile and duplicating services

In addition to the latest technology, business functions at Birchwood Manor are enhanced by outstanding food and service.

The venue's culinary team will create a diverse selection of menu options to best suit each event. Special events, a formal dinner, a picnic-themed convention, a theater production, a Mardi Gras or a Casino Night are each distinguished by customized and artistically presented menus and impeccable service.

Birchwood Manor also makes available a fully equipped a la carte restaurant exclusively operated during multiple-day events, giving attendees another dining option.

The facility has ample parking and is completely handicap accessible. Shuttle service is available from major hotels within two miles for overnight guests.

From start to finish, the venue's professional planners and attentive staff will address every detail necessary, no matter how small, to ensure the comfort and success of your event. Your satisfaction is always paramount.

Birchwood Manor has the facilities and resources to turn your next corporate event into an extraordinarily special event.

Birchwood Manor

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Largest Meeting Room: Grand Ballroom, 11,088 square feet

Number of Meeting Rooms: 8

Number of Restaurants: One available during multi-day events

Other Amenities: Audiovisual staging services with on-site coordinator; Multimedia equipment rentals; High-speed wireless Internet access; 32,000 square feet total function space; Ample parking

Valet Parking: Available upon request

*Birchwood
Manor*