

About the Commerce Research Library

Located at the North end of HCHB in Room 1894, the library is a welcoming space for quiet work or peer collaboration of any size – from two to two hundred.

We are open to all DOC staff.

The Reading Room

The historic Reading Room is a beautiful, free-of-charge option for parties, ceremonies, speakers, and more, and can be easily booked via the library website. Individuals and smaller groups are also welcome to use any of the large tables or lounge chairs (typically, no reservation is needed). With vaulted ceilings and expansive windows, the former Patent Reading Room provides an elegant backdrop for any occasion, from a casual meeting to a formal cocktail party – or even as a place to use our WiFi and escape cramped office quarters!

Book Our Space at No Charge

- Quiet Work Spaces
- Large & Small Meetings
- Standing Meetings
- Trainings & Presentations
- Receptions & Ceremonies
- CFC Events
- The possibilities are endless!

Hours of Operation

Mon-Friday, 8:30am-5:00pm

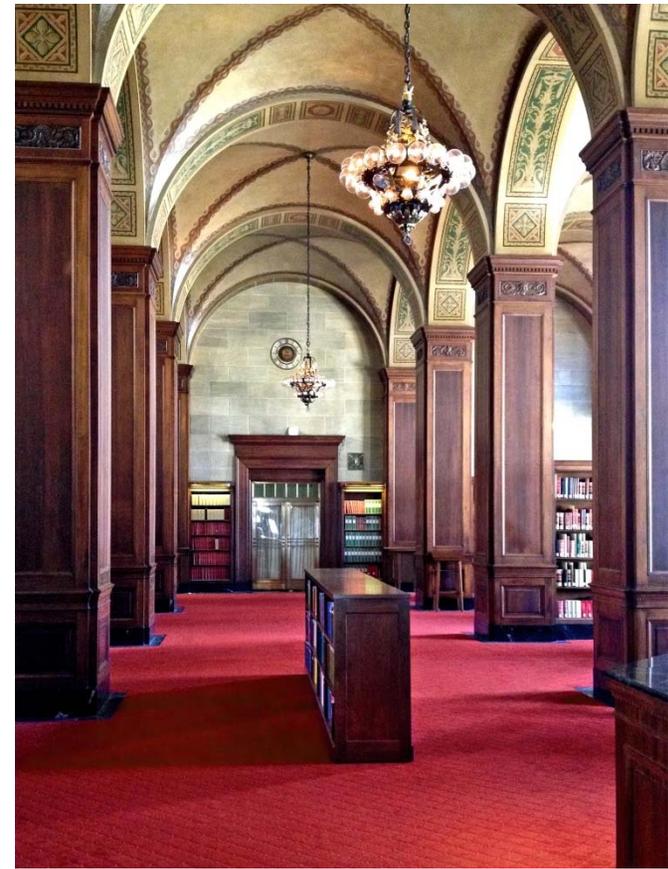
Location

Herbert C. Hoover Building, Room 1894

We're on the first floor at 15th & Pennsylvania.
Access us via the 6th corridor elevators
or the 7th/8th corridor elevators.

Ready To Book Your Event?

Use our handy scheduler:
<http://doc.libcal.com/booking/library>



**Short on Meeting
or Event Space?**

Contact Us

research@doc.gov
202-482-1154
library.doc.gov

No Rental Fees.
Easy Booking and Setup.
Most Food and Beverage Allowed.

The
Commerce Research Library
is here to help.

How Can I Use the Commerce Research Library's Space?

A Quiet Work Space

- Large tables & cozy study carrels offer a place to concentrate away from your office
- Use one of our 8 computers for research, online training, printing, and more
- Headphones available
- Visiting from a regional office? Bring your laptop or tablet and make yourself at home; our space is telework-ready
- Food and drink are allowed
- Quiet space is always available, even during group events

- **Wired and WiFi internet access**

A Place for Group Meetings, Trainings, and Events

A Variety of Spaces & Uses

- Large & Small Meetings
- Standing Meetings
- Team Building
- Speakers & Presentations
- Trainings
- Workshops
- Receptions & Ceremonies
- CFC Events

16 Tables and 100 chairs to configure any way you'd like.

Meeting Tools & Technology

- 3 large, connected Samsung TV monitors
- Laptops with DVD players
- Sound system with 4 microphone inputs
- Webex videoconferencing
- Wired & WiFi internet access
- Easels, whiteboards, flipcharts, markers, badge holders, table tents, sign holders, complimentary water, 36 cup coffee maker

Group Meeting Spaces

<i>Space</i>	<i>Best Used For</i>	<i>Capacity</i>
The Full Reading Room <i>(reservations required)</i>	Speakers, presentations, or trainings	100 people seated
	Receptions, cocktail hours, or ceremonies	200 people standing, with some peripheral seating
Semi-Private Reading Room Alcoves <i>(4 alcoves available; reservations typically not required)</i>	One-time or standing meetings, small trainings, or general workspace	1-10 people seated
Private Conference Room <i>(reservations required)</i>	Meetings, small trainings, confidential interviews, investigations, and depositions	2-6 people