



## **Conference Package „Limelight“ (standard)**

(minimum 10 person)

### **Conference room**

Room rental for the conference room

### **Conference technology**

400 Watt overhead projector, 2x2m Screen, Flipchart

Desk pad with writing pad and pencil

### **Beverage**

Two non-alcoholic drinks per person

### **Coffee break in the morning**

Coffee and tea with fruits, yoghurt, cereals

### **Lunch\***

Lunch Buffet

Starters

Soup of the day

Different main courses

Dessert

or

3-Course-Choice-Menu

on the recommendation of our chefs

inclusive one drink at choice

### **Coffee break in the afternoon**

Coffee and tea with cake

per person

**€ 51,00**

-all tax & service included-

\*Lunch Buffet or 3-course-menu: decision made by the chef one week before the function starts



## Conference Package “The Whole Nine Yards” (comfort)

(minimum 10 person)

### **Conference room**

Room rental for the conference room

### **Conference technology**

400 Watt overhead projector, 2x2m Screen, Flipchart  
Desk pad with writing pad and pencil

### **Beverage unlimited**

Mineral water, fruit juice

### **Coffee break**

Coffee and tea with fruits, yoghurt, cereals

### **Lunch\***

Lunch Buffet

Starters

Soup of the day

Different main courses

Dessert

or

3-Course-Choice-Menu

on the recommendation of our chefs

inclusive one drink at choice

### **Coffee break in the afternoon**

Coffee and tea with cake

per person

**€ 56,00**

-all tax & service included-

\*Lunch Buffet or 3-course-menu: decision made by the chef one week before the function starts



**Conference Package “As good as it gets” (all in)**  
(minimum 10 person)

**Conference room**

Room rental for the conference room

**Conference technology**

400 Watt overhead projector, 2x2m Screen, Flipchart  
Desk pad with writing pad and pencil

**Beverage unlimited**

Mineral water, fruit juice

**Welcome drink**

Coffee or tea with croissants

**Coffee break**

Coffee and tea with fruits, yoghurt, cereals

**Lunch\***

Lunch Buffet

Starters

Soup of the day

Different main courses

Dessert

or

3-Course-Choice-Menu

on the recommendation of our chefs

inclusive one drink at choice  
and one coffee speciality

**Coffee break in the afternoon**

Coffee and tea with cake

per person

**€ 61,00**

-all tax & service included-

\*Lunch Buffet or 3-course-menu: decision made by the chef one week before the function starts



## Conference Package „Half the Rent“(half day) (minimum 10 person)

### Conference room

Room rental for the conference room

### Conference technology

400 Watt overhead projector, 2x2m Screen, Flipchart  
Desk pad with writing pad and pencil

### Beverage

one non-alcoholic drinks per person

### Coffee break

Coffee and tea with fruits or cookies

per person  
**€ 26,00**

-all tax & service included-





## Checklist for your Conference

To make your conference organisation easier we offer you our checklist as following:  
For any details we are every time at your disposal.

Per fax: +49(0)30/88 910 483 Company: \_\_\_\_\_

Hollywood Media Hotel Name: \_\_\_\_\_  
Office for conferences & events

Kurfürstendamm 202 Street: \_\_\_\_\_  
10719 Berlin

Postcode / City: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

### ★ What do you plan?

Type of event: \_\_\_\_\_

### ★ What date is your conference planned for?

Date: from \_\_\_\_\_ until \_\_\_\_\_ Time: \_\_\_\_\_

### ★ How many persons take part?

About \_\_\_\_\_ persons

### ★ Type of seating: *Please mark with a cross ☒*

Parliamentary  Row of seats  U-shape  Others \_\_\_\_\_

### ★ Do you need overnights?

From \_\_\_\_\_ until \_\_\_\_\_ number of: single room \_\_\_\_\_ / double room \_\_\_\_\_

### ★ Do you like to book our conference package for EUR 51,00 per person? *Please mark with a cross ☒*

Yes  No

### ★ Do you like food or beverage without a conference package? *Please mark with a cross ☒*

Coffee break  Beverage in the room  Lunch Buffet   
Dinner  Stand-up snack bar  Others: \_\_\_\_\_

### ★ Which kind of technical equipment do you need? *Please mark with a cross ☒*

Flipchart  Overhead projector  Screen   
Others: \_\_\_\_\_

### ★ Which extras do you need?

\_\_\_\_\_

Date of inquiry: \_\_\_\_\_ Sign: \_\_\_\_\_