

Meeting packages à la relexa

It is entirely up to you whether you prefer a standard package when organising your event, or an individual package specifically tailored to your needs.

The relexa Basic and Comfort packages are available in all relexa hotels. In addition, each relexa hotel offers individual conference packages that highlight the character and special features of the individual hotels.

relexa Basic

- A conference room appropriate in size to accommodate the registered number of participants
- Conference equipment: flipchart incl. paper and pens, overhead projector, beamer (from 10 Persons) and screen; W-LAN for free in conference room
- Writing pads and pens for the conference participants
- One large bottle of mineral water (0.75 litre) per person in the conference room
- Two coffee breaks:
Morning coffee/tea, seasonal fruit basket
Afternoon coffee/tea and biscuits
- Lunch from the daily changing buffet or a 3-course menu

relexa Comfort

- A conference room appropriate in size to accommodate the registered number of participants
- Conference equipment: flipchart incl. paper and pens, overhead projector, beamer (from 10 Persons) and screen; W-LAN for free in conference room
- Writing pads and pens for the conference participants
- Two cooled drinks per person in the conference room
- Two coffee breaks:
Morning coffee/tea, seasonal fruit basket and daily changing snack
Afternoon coffee/tea and daily changing patisserie
- Lunch from the daily changing buffet or a 3-course menu

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New:

relexa Premium

- A conference room appropriate in size to accommodate the registered number of participants
- Conference equipment: flipchart incl. paper and pens, overhead projector, beamer (from 10 Persons) and screen; W-LAN for free in conference room
- Writing pads and pens for the conference participants
- Welcome coffee/ tea
- Soft drinks unlimited in the conference room (large bottles)
- As much coffee breaks as you like:
Coffee/tea, seasonal fruit basket, up to 3 different snacks per day (hot and cold) and daily changing pastries
- Lunch from the daily changing buffet or a 3-course menu including coffee after the meal
- Telephone and fax in conference room
- Copies free of charge
- Trainer/ Referent free from 12 participants

€ 66.00 per person available in all relexa hotels

Each package can be extended to include dinner, perhaps a light menu or regional specialities. Our staff will be happy to advise you!

The enclosed price list offers an overview of the rates for the packages and the rooms in all relexa hotels.

Conference Prices 2010

Hotel	relexa Basic	relexa Comfort	Room prices
relexa hotel Stuttgarter Hof Berlin	€ 49.00 per person	€ 56.00 per person	Single room from € 98.00
relexa hotel Airport Düsseldorf-Ratingen	€ 43.00 per person	€ 47.00 per person	Single room from € 98.00
relexa hotel Ratingen City	€ 43.00 per person	€ 47.00 per person	Single room from € 98.00
relexa hotel Frankfurt/ Main	€ 43.00 per person	€ 47.00 per person	Single room from € 99.00
relexa hotel Bellevue Hamburg	€ 42.00 per person	€ 46.00 per person	Single room from € 88.00
relexa Schlosshotel Cecilienhof Potsdam	€ 54.50 per person	€ 59.50 per person	Single room from € 98.00
relexa Waldhotel Schatten Stuttgart	€ 45.00 per person	€ 49.00 per person	Single room from € 79.00
relexa hotel Bad Salzdetfurth near Hanover	€ 36.00 per person	€ 40.00 per person	Single room from € 79.00
relexa hotel Bad Steben Frankenwald	€ 38.00 per person	€ 42.00 per person	Single room from € 77.00
relexa hotel Harz-Wald Braunlage	€ 38.00 per person	€ 42.00 per person	Single room from € 77.00

All listed prices are subject to availability and confirmation and apply outside trade fair periods. Double rooms, suites and other room categories are available on request. All prices include service and 19% VAT. Any increase in statutory value added tax will be passed on to the customer/guest. The enclosed general terms and conditions for events apply. relexa hotels, March 2010. Subject to amendment.

Price list for conference equipment 2010

Equipment	relexa hotel Stuttgart garter Hof	relexa hotel Airport Düsseldorf-Ratingen	relexa hotel Frankfurt/Main	relexa hotel Bellevue	relexa Schlosshotel Cecilienhof	relexa hotel Ratingen City	relexa Waldhotel Schatten	relexa hotel Bad Salzdetfurth	relexa hotel Bad Steben	relexa hotel Harz-Wald
Flipchart incl. 1 block paper	standard	standard	standard	standard	standard	standard	standard	standard	standard	standard
Each additional flipchart incl. 1 block paper	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00
Each additional block of flipchart paper	free	free	free	free	free	free	free	free	free	free
Overhead projector 250 W	standard	standard	standard	standard	standard	standard	standard	standard	standard	standard
Additional:										
Overhead projector 250 W	-	30.00	30.00	30.00	30.00	-	30.00	-	30.00	30.00
Overhead projector 400 W	-	40.00	-	on request	-	40.00	-	40.00	-	40.00
Overhead projector 450 W	-	-	45.00	-	-	-	-	-	-	-
Overhead projector 500 W/ 590 W	-	-	-	-	-	-	on request	on request	-	-
Presentation kit	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00
Pinboard	standard	standard	standard	standard	standard	standard	standard	standard	standard	standard
Each additional pinboard	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00	11.00
Laser pointer	free	free	free	free	-	free	free	free	-	free
Screen:	standard	standard	standard	standard	standard	standard	standard	standard	standard	standard
Each additional screen										
Screen 1.75 x 1.75 to 2.00 x 2.00	free	free	free	free	free	free	free	free	free	free
Screen 2.00 x 3.00	free	-	-	-	-	-	-	-	-	-
Screen 2.13 x 2.13 to 2.50 x 2.50	-	free	free	-	-	free	free	free	-	-
Screen 2.50 x 6.00	-	-	-	-	-	-	-	-	-	fixture
Screen 3.00 x 3.00	-	-	-	-	-	-	-	-	-	free
Screen 3.00 x 4.00	-	-	-	-	-	-	-	free	-	-
Screen 4.00 x 6.00	fixture	-	-	-	-	-	-	-	-	-
Beamer (minimum 10 persons)	standard	standard	standard	standard	standard	standard	standard	standard	standard	standard
Beamer - maximum power	2.400 ANSI lm	2.200 ANSI lm	4.000 ANSI lm	2.000 ANSI lm	2000 ANSI lm	2.100 ANSI lm	1.600 ANSI lm	1.000 ANSI lm	1.600 ANSI lm	3.000 ANSI lm
W-LAN in conference room	free	free	free	free	free	free	free	free	free	free
LCD display	on request	on request	on request	on request	on request	on request	on request	on request	on request	on request
Plasma screen	on request	on request	on request	on request	on request	on request	on request	on request	on request	on request
Slide projector	free	free	free	free	free	free	free	free	free	free
TV	50.00	free	free	free	free	free	free	free	free	free
Screen size	70 cm	67 cm	70 cm	50 cm	60 cm	67 cm	72 cm	70 cm	70 cm	68 cm & 109 cm
TV & VHS/ DVD recorder combination	80.00	free	free	free	free	free	free	free	free	free
VHS video recorder	30.00	free	free	free	free	free	free	free	free	free
Video camera	on request	on request	from 120.00	from 90.00	on request	from 50.00	on request	50.00	25.00	65.00
CD / DVD player	free	free	free	free	free	free	free	free	free	free
Wireless microphone	on request	60.00	from 100.00	on request	on request	60.00	on request	85.00	on request	45.00
Conference microphone	on request	60.00	from 100.00	on request	on request	60.00	on request	on request	on request	45.00
Cable microphone	on request	on request	20.00	on request	20.00	20.00	20.00	free	20.00	20.00
Sound system incl. 1 standard microphone	on request	160.00	85.00	on request	on request	160.00	85.00	85.00	85.00	85.00
Dance floor per m ²	free	free	free	free	free	free	free	free	free	free
Fax in the room	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00
Copier in the room	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00
Photocopies each	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35	0.35
Transparent foil copies each	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60	0.60
Podium	free	free	free	free	free	free	free	free	free	free
Interpreter service	on request	on request	on request	on request	on request	on request	on request	on request	on request	on request
Secretarial service per hour	on request	on request	on request	on request	on request	on request	on request	on request	on request	on request
Service technician per hour	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00	35.00

Standard equipment package: 1x flipchart, 1x pinboard, 1x screen, 1x overhead projector, 1x beamer. Writing pads and pens.

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