



SPREESPEICHER

# CONFERENCE PACKAGES



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## INDIVIDUAL

### CREATE YOUR OWN INDIVIDUAL CONFERENCE

- ✓ select your favourite venue
- ✓ schedule your conference up on your preference

### OPTIONAL

- attendee management software
- conference technique and a sound engineer
- your own high speed wifi
- setup of stage equipment
- design lectern

### Are you up for more performance ? More Individuality?

We are happy to assist you in a professional and individual way. Starting with consultation, continuing with project planning, up to performance - experienced experts stand at customer's inquiries at all times. We'll offer our highest service quality. We will carry your personalized conference into effect, which will not just meet your expectations, it will go beyond that.

We would be glad to create an **individual offer for you.**



## SMART

### INCLUDED IN THE CONFERENCE PACKAGE

- ✓ venue considering the amount of guests

### CONFERENCE SETUP

- ✓ projectors and screens
- ✓ soundsystem
- ✓ flip charts
- ✓ seating row

### FOOD AND BEVERAGE

- ✓ coffee station inside
- ✓ coffee break in the morning with sandwiches
- ✓ lunch buffet I
- ✓ seasonal fruit mix

- valid between 08:00 a.m. and 04:00 p.m.

**from 66,- €** per person \*



## PREMIUM

### INCLUDED IN THE CONFERENCE PACKAGE

- ✓ venue considering the amount of guests

### CONFERENCE SETUP

- ✓ pin board, projector and screen
- ✓ flip chart
- ✓ wifi
- ✓ paper and pens
- ✓ lectern
- ✓ wireless microphone
- ✓ parliamentary seating
- ✓ facilitators toolbox
- ✓ presenter

### FOOD AND BEVERAGE

- ✓ welcome coffee with a big breakfast
- ✓ unlimited beverages service
- ✓ coffee - & tea specialities
- ✓ seasonal fruit mix
- ✓ lunch buffet II
- ✓ afternoon coffee break (hearty & sweet snacks)

- valid between 08:00 a.m. and 04:00 p.m.

**from 88,- €** per person \*

\*Please note that the prices are net prices. VAT is not included.

more than 15 persons 89,- € | more than 30 persons 79,- € | more than 30 persons 79,- €

more than 15 persons 99,- € | more than 60 persons 88,- €

# DEPOSIT & CANCELLATION CONDITIONS

## DEPOSIT CONDITIONS

Expected sales	Deposit (due of advance)*	Payment date ahead of the event
< 5.000 €	No deposit necessary	
5.001–10.000 €	50%	30 days
> 10.001 €	70%	30 days

## CANCELLATION CONDITIONS

Period ahead the event	Cancellation penalty*
> 90 days	cancellable at no charge
> 30 days	50%
> 14 days	80%
> 7 days	90%

Terms of payment apply with conference packages **smart** and **premium** only.

\*from the agreed contractual total amount

# FACTS

## ROOM CAPACITIES

Name of the room	Length (m)	Width (m)	Height (m)	Area (m <sup>2</sup> )						
2C Spreequartier	14,00	13,00	3,10	180	150	120	75	25	120	100
Capitol Yard Golf Lounge	25,00	12,00	2,60	300	250	200	50	50	180	150
030 Eventloft – Grande	26,00	14,00	2,90	340	350	220	110	100	250	200
030 Eventloft – Medio	13,00	14,00	2,90	180	150	150	90	60	120	100
030 Eventloft – Ultimo	14,50	13,50	3,40	190	150	180	100	64	120	100

## TECHNICAL SETTINGS

<input checked="" type="checkbox"/> screen
<input checked="" type="checkbox"/> wifi
<input checked="" type="checkbox"/> stereos
<input checked="" type="checkbox"/> flip chart
<input checked="" type="checkbox"/> sound technology
<input checked="" type="checkbox"/> projector
<input checked="" type="checkbox"/> RGB-LED light technology
<input checked="" type="checkbox"/> Internet
<input checked="" type="checkbox"/> elevator
<input checked="" type="checkbox"/> electric power

## SPECIAL CHARACTERIS

<input checked="" type="checkbox"/> in house catering
<input checked="" type="checkbox"/> daylight atmosphere
<input checked="" type="checkbox"/> parking
<input checked="" type="checkbox"/> access road for trucks
station 0,5 km
airport 16 km
highway 10 km
fair 20 km
centre 1,0 km
jetty 0,5 km

## POSSIBILITIES OF USE

<input checked="" type="checkbox"/> conferences & conventions
<input checked="" type="checkbox"/> meetings
<input checked="" type="checkbox"/> product presentations
<input checked="" type="checkbox"/> daily events
<input checked="" type="checkbox"/> evening events
<input checked="" type="checkbox"/> weekdays
<input checked="" type="checkbox"/> weekends
<input checked="" type="checkbox"/> party
<input checked="" type="checkbox"/> event
<input checked="" type="checkbox"/> presentations

# 5 REASONS FOR THE SPREESPEICHER



**1.**

get out of the  
standard boring  
conference hotel



**2.**

historical  
location right next to  
the East Side Gallery,  
the former boarder  
between East and  
West Berlin



**3.**

best value  
for money



**4.**

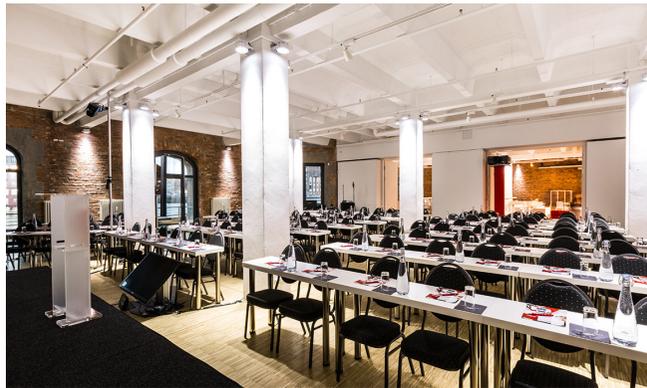
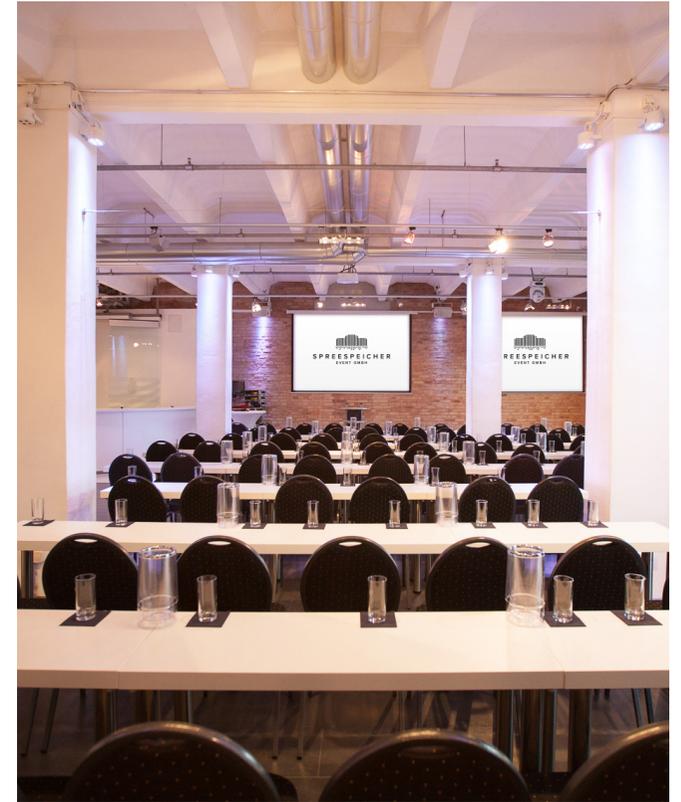
two  
four stars hotels  
in walking distance



**5.**

Berlins most  
beautiful scenery for  
a creative  
coffee break

# IMPRESSIONS



# DOWNLOADS



layout ground floor



information about internet connection



internet and power ports



technical rider



map (Google)



additional rentable furniture



more impressions



# CONTACT

Dear Sir or Madam,

we would be glad to welcome you and your guests in our Spreespeicher for some exciting conferences. Our awesome location is well prepared for all types of meetings and conferences. The Spreespeicher gives a great atmosphere and you can have your coffee break on the wonderful Spreeterrace. Furthermore the Spreespeicher is located centrally and have a very good traffic connection. Three locations, five different possibilities to use.

We will be happy to assist you to create your extraordinary conference.

We are looking forward to your inquiry.

## SPREESPEICHER EVENT GMBH

Tel. +49 30 814 590 700

[kontakt@spreespeicher-events.de](mailto:kontakt@spreespeicher-events.de)

[www.spreespeicher-events.de](http://www.spreespeicher-events.de)

