



## Meeting Package 2

Half day meeting with lunch and a coffee & tea break with refreshments

**HK \$730 per person per half day**  
(plus 10% service charge)

- Use of meeting room(s) between 8:00am and 1:00pm or between 1:00pm and 6:00pm
- Chinese or Western lunch in meeting room(s) or designated restaurant(s)
- 1 coffee and tea break with light refreshments
- Free Wi-Fi service available
- Mint drops placed on meeting tables (not available for theatre set-up)
- Other complimentary equipment:

	Quantity
Flip charts	2 units
White boards	2 units
LCD projector with built-in screen	1 set
DVD Player with a 32" LCD TV	1 set
Wireless microphone (tie-clip or hand-held)	1 unit
Wired microphones	6 units

Minimum Attendance (per single venue per half day)	Venues
50 persons	Meeting Room N102-112, N202-212, S222-230, S423-430
100 persons	Meeting Room N101A/B, N201A/B, S221, S421
170 persons	Theatre 2
200 persons	Meeting Room N101, N201
350 persons	Theatre 1

**Effective from 1 January - 31 December 2020**

*Meeting room allocation is subject to availability and  
Hong Kong Convention and Exhibition Centre (Management) Limited's final confirmation.*