



Meeting Package 3

Full day meeting with 2 coffee & tea breaks with refreshments

HK \$520 per person per day
(plus 10% service charge)

- Use of meeting room(s) between 8:00am and 7:00pm
- 2 coffee and tea breaks 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 day)	Venues
70 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.*