

Hannover Congress and Events

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Company

Contact

Street

ZIP Code, City

Telephone

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Hannover Congress and Events is the main and independent point of contact for conferences and other events in the Hannover region.

We are pleased to send you an independent offer for your event free of charge!

Event

Name of the event

Type of event

Date (on/from – till)

Time (from – till)

Number of participants

Function Room

Seating

Square



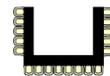
Classroom



Banquet



U-Shape



Theatre



Technical Equipment

Beamer

Flipchart

Moderation Kit

Daylight

Stage

Laserpointer

Overhead Projector

Videoconference

DVD-Player

Screen

Pinboard

Whiteboard

Television

Microphone

Lectern

Wifi

Other:

Do you require any additional rooms?

Catering

- Welcoming
- During the meeting
- Coffee break in the morning
- Lunch
- Coffee break in the afternoon
- Dinner

Preferences

Supporting Programme

Date: _____

Number of participants: _____

- Sightseeing Tour / Walking Tour
- Food Tour
- Gala Evening
- Dinner
- Teambuilding
- Incentive
- Other:

Accommodation

Do you need hotel rooms for the participants? Please fill in the appropriate number of hotel rooms as well as the arrival and departure date:

| Number | | Arrival | Departure |
|--------|-------------|---------|-----------|
| | Single Room | | |
| | Single Room | | |
| | Double Room | | |
| | Double Room | | |

- Group Booking
 Room Block
 Individual Booking

Further wishes/comments/suggestions: