



Annual General Meeting (AGM) Package HK\$500 per person



Package includes:

- Use of function room for 4 hours (from 0900hrs to 1300hrs / 1300hrs to 1700hrs)
- One coffee/tea break with cookies and two choices of refreshments
- Complimentary use of Broadband and Wi-Fi services

Additional offers and privileges:

- Distilled water and candies throughout meeting
- Writing pad and pens for each delegate
- A function host on site throughout the meeting
- Whiteboards and flip charts with markers
- Podium with microphone
- Standing or table microphones
- Stationery and office supplies
- Personalized place cards for each delegate (upon request)
- Signage, message board and reception desk available outside the meeting room
- Telephone with local line in the meeting room

Terms & Conditions:

- Prices are based on a minimum of 40 persons per meeting per day
- All prices are subject to 10% service charge
- Function rooms assignment is on run-of-the-house basis and subject to availability
- Prices are subject to change without prior notice

For enquiries and reservations, please contact Banquet Sales Office at 2839 3313
or email to banquet@parklane.com.hk



週年大會套餐 每位港幣 500 元



會議套餐計劃包括：

- 免費使用會議室四小時 (0900 至 1300 / 1300 至 1700)
- 茶點招待一次 (期間供應咖啡，茶，酥餅及兩款小食 (超過 50 款美點以供選擇))
- 提供免費有線及無線上網服務

額外專享優惠：

- 期間更無限量供應蒸餾水及糖果
- 記錄用紙，筆
- 白板，翻頁紙板
- 台式或立式麥克風
- 個人桌上名片 (根據要求)
- 指示牌，留言板和會議室外接待桌
- 會議室提供本地電話

條款及細則：

- 以上優惠，只適用於 40 人或以上之會議
- 所有價目須另加 10% 服務費及適用之政府稅
- 價目之確認視乎酒店實際供應情況而定，如有更改恕不另行通知
- 如有任何爭議，柏寧酒店保留最終之決定權

如有任何疑問或需協助，請即致電(852) 2839 3313 與宴會部聯絡或電郵至
banquet@parklane.com.hk