



HOTEL PESTALOZZI  
LUGANO

# RENT MEETING ROOMS CONDITIONS

## Sala Pestalozzi 1 + 2 + 3 – 158 m<sup>2</sup>

Number of person	Price for 1/2 day (max. 4 hours)	Price for the whole day
Up to 50 people	CHF 200	CHF 250
From 50 to 100 people (maximum)	CHF 250	CHF 300

## Sala Pestalozzi room 1 + 2 – 90 m<sup>2</sup>

Number of person	Price for 1/2 day (max. 4 hours)	Price for the whole day
Up to 50 people (maximum)	CHF 175	CHF 200

## Salotto - 27 m<sup>2</sup> or Sala TV - 26 m<sup>2</sup>

Number of persons	Price for 1/2 day (max. 4 hours)	Price for the whole day
20 people (maximum)	CHF 60	CHF 100

### Technical material:

#### Included:

Big screen \*  
Bluetooth connection  
Flip chart with pencils  
Microphones (1 x table, 1 x hand)  
Wi-Fi connection

#### To pay extra:

Headset microphones (2x): CHF 45 per micr. \*  
Piano rental CHF 20 \*  
Piano tuning on request: CHF 200 \*  
Video projector (beamer): CHF 50 (1/2 day) \*  
Video projector (beamer): CHF 75 (all day) \*  
TV with screen: CHF 30 (1/2 day) \*\*  
TV with screen: CHF 50 (all day) \*\*  
Block notes and pencil: CHF 1.50 per person


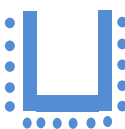

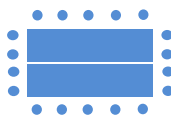

\* Only available in the Sala Pestalozzi / \*\* Only available in the Salotto and Sala TV

For rubbish left in the rented rooms we charge CHF 5 per rubbish bag.

### Cancellation policy

A reservation may be canceled or changed without a fee within 6 weeks notice. For cancellations of less than 6 weeks up to 2 weeks before the event, we ask for a penalty of 50% of the total rental price of the room. For cancellations less than 2 weeks before the event, we ask for a penalty of 100% of the total rental price of the room. **A credit card is requested to guarantee the reservation.**

## Room capacity

Setting style	Theatre	U form	School desks	Conference	Banquets
					
<b>Sala Pestalozzi</b> 158 m <sup>2</sup>	130 people	50 people	60 people	50 people	80 people (100 people cocktail)
<b>Sala Pestalozzi</b> 1 + 2 90 m <sup>2</sup>	50 people	30 people	30 people	20 people	40 people (60 people cocktail)
<b>Salotto</b> 27 m <sup>2</sup> <b>Sala TV</b> 26 m <sup>2</sup>	20 people			12 people	12 people (20 people cocktail)

## Seminar package – from CHF 60 per person

Welcome coffee (coffee, orange juice, water) - CHF 5

Mineral water during the conference - CHF 5

Coffee break (morning): coffee, orange juice, mini croissants, rosettes and chocolate bread - CHF 7.50

Lunch with a 3-course menu with mineral water and coffee included - CHF 35

Coffee break (afternoon) with coffee, orange juice, homemade cakes, fruit - CHF 8.50

All drinks and meals can also be consumed à la carte.

## Culinary offer

Simple or rich aperitifs up to 100 people from CHF 8

Standing lunch, cold and hot buffet up to 80 people

Business lunches/dinners up to 80 people in Sala Pestalozzi or up to 120 people in the restaurant

With pleasure we submit you our individual offer for your event.

**We don't accept external caterings.**