



brückenWIRT

★ ★ ★ ★ HOTEL

Event form

Contact details	
Company/organiser	
Invoice address	
Contact person during the event	
Telephone number	
Email address	

Event details	
Event begin incl. time	
Event end incl. time	
Number of participants	
Date information for multi-day events	

Choice of seminar rooms	
Seminar room I 78 m ² <input type="checkbox"/> S 50 U 36 K70	Seminar room III 25 m ² <input type="checkbox"/> (Dining hall)
Seminar room II 45 m ² <input type="checkbox"/> S 20 U 16 K25	Seminar room IV 17 m ² <input type="checkbox"/> (Group room)
Seminar room I&II 125 m ² <input type="checkbox"/> S 75 U 30 K100	

Seating arrangement	Number of people
School class <input type="checkbox"/>	
U-Form <input type="checkbox"/>	
Cinema seating <input type="checkbox"/>	
Other: <input type="checkbox"/>	

Requested equipment	
<input type="checkbox"/> Beamer and screen	<input type="checkbox"/> Blu-Ray player
<input type="checkbox"/> Sound/microphone	<input type="checkbox"/> Full HD TV
<input type="checkbox"/> Lecter	<input type="checkbox"/> FoH
<input type="checkbox"/> Copier	<input type="checkbox"/> Flipchart quantity <input type="checkbox"/>
<input type="checkbox"/> Pin board quantity <input type="checkbox"/>	<input type="checkbox"/> Other:

Catering: Food and beverages	Number of people and time
Package: Full day incl. lunch <input type="checkbox"/> Half day incl. lunch <input type="checkbox"/>	
Coffee break: Morning <input type="checkbox"/> Afternoon <input type="checkbox"/>	
Which coffee break is required?	
Beverages: Set <input type="checkbox"/> Served <input type="checkbox"/>	



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Room reservation	from-to
Number of single rooms <input type="text"/>	
Number of double rooms	
Single rooms for double occupancy <input type="text"/>	

Transfer	
For arrival <input type="text"/>	Time and number of people
For departure <input type="text"/>	Time and number of people

Accounting		
Room rental	Company <input type="text"/>	Participants <input type="text"/>
Catering	Company <input type="text"/>	Participants <input type="text"/>
Drinks with meals	Company <input type="text"/>	Participants <input type="text"/>
Hotel rooms	Company <input type="text"/>	Participants <input type="text"/>
Extras	Company <input type="text"/>	Participants <input type="text"/>
Authorised to sign:	Name	Telephone number

Supporting program	Number of people
Tours – Attractions <input type="text"/>	
Active sport program <input type="text"/>	
Summer sport program <input type="text"/>	
Winter sport program <input type="text"/>	
Team building <input type="text"/>	
Culinary <input type="text"/>	

Other requests, comments, suggestions

Contact details

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