

CONFERENCE

HALF DAY MEETING PACKAGES WITH COFFEE BREAKS

*PACKAGES ARE INCLUSIVE OF VENUE FOR A MINIMUM OF 20 DELEGATES, VENUE HIRE CHARGES WILL APPLY IF LESS.

• KEKE MEETING PLACE

(Tea, coffee, hot chocolate and juice with 2 variety snacks)

\$25 / GH¢100

per delegate

• KAPITO MEETING PLACE

(Tea, coffee, hot chocolate and juice with 3 variety snacks)

\$27 / GH¢108

per delegate

• MATAUSILKA MEETING PLACE

(Tea, coffee, hot chocolate and juice with 4 variety snacks)

\$30 / GH¢120

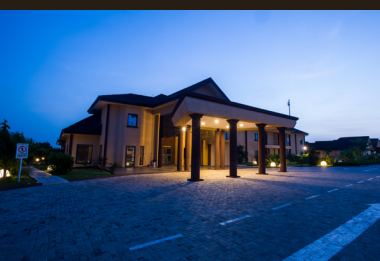
per delegate

• AKAYET EXECUTIVE MEETING PLACE

(Tea, coffee, hot chocolate and juice with 4 variety snacks)

\$35 / GH¢140

per delegate



FOR ENQUIRIES CALL: 0556491537, 0556778132, 0556491585, 0382024680

Email: sales.marketing@akayethotel.com | frontoffice@akayethotel.com

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FULL DAY CONFERENCE PACKAGE

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KEKE MEETING PLACE

- Use of meeting room for up to 9 hours (extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 colored markers
- Morning & Afternoon breaks (Tea, Coffee, Hot Chocolate, Fruit juices with 2 variety snacks)
- Buffet Lunch or Dinner including water and 1 soft drink or fruit juice
- Complimentary Wi-Fi internet access codes for all delegates

\$42 / GH¢168
per delegate per day



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KAPITO MEETING PLACE

- Use of meeting room for up to 9 hours (extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 colored markers
- Morning & Afternoon breaks (Tea, Coffee, Hot Chocolate, Fruit juices with 3 variety snacks)
- Buffet Lunch or Dinner including water and 1 soft drink or fruit juice or beer
- Complimentary Wi-Fi internet access codes for all delegates

\$45 / GH¢180
per delegate per day



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MATAUSILKA MEETING PLACE

- Use of meeting room for up to 9 hours (extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 colored markers
- Morning & Afternoon breaks (Tea, Coffee, Hot Chocolate, Fruit juices with 3 variety snacks)
- Buffet Lunch or Dinner including water and 1 soft drink or fruit juice or beer
- Afternoon coffee breaks (Tea, Coffee, Hot Chocolate, Fruit juices with 3 variety snacks)
- Complimentary Wi-Fi internet access codes for all delegates

\$47 / GH¢188
per delegate per day



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AKAYET EXECUTIVE PACKAGE

- Use of meeting room for up to 9 hours (extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral & Sparkling water and mints & fruits
- 1 Flipchart stand with sheets and 2 colored markers
- Morning & Afternoon breaks (Tea, Coffee, Hot Chocolate, Fruit juices with 4 variety snacks)
- Buffet Lunch or Dinner including water and 1 soft drink or fruit juice or beer
- Afternoon coffee breaks (Tea, Coffee, Hot Chocolate, Fruit juices with 4 variety snacks)
- Complimentary Wi-Fi internet access codes for all delegates

\$51 / GH¢204
per delegate per day



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ADDITIONAL FOOD / BEVERAGE REQUIREMENTS ON TOP OF PACKAGE

1 additional snack	\$6 / GH¢24 per delegate
Fruit salad / slices	\$12 / GH¢48 per delegate
Welcome tea, coffees	\$14 / GH¢62 per delegate
Buffet Breakfast	GH¢85
Buffet Lunch package	GH¢95
Buffet Dinner package	GH¢110

(Lunch or dinner package includes 1 small water & 1 soft drink or beer per person)



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FOR DELEGATE NUMBERS BELOW 20, THE FOLLOWING DISCOUNTED VENUE HIRE CHARGES WILL APPLY

Eastwood Anaba Hall	\$400 / GH¢1820 per day
Akayet Hall	\$300 / GH¢1200 per day
Drill Bit Boardroom	\$150 / GH¢60 per day

VENUE HIRE ONLY CHARGES

Eastwood Anaba Hall (max 60 u-shape / 80 classroom or round table & 200 theatre style)	\$950 / GH¢3800 per day
Akayet Hall (max 30 u-shape / 25 classroom & 60 theatre style)	\$400 / GH¢1600 per day
Drill Bit Boardroom (max 12 u-shape / 15 classroom & 30 theatre style)	\$295 / GH¢1180 per day

Discounts available on venue hire charges depending on number of delegates and set up style



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EXTRA EQUIPMENT

Data projector (LCD) & Screen	\$80 / GH¢320 per day (charges apply for 20+)
PA system with 2 cordless microphone	\$80 / GH¢320 per day (charges apply for 20+)
Extra Flipchart stand & Sheets	\$45 / GH¢180 per day
Computer/Laptop & Printer	\$150 / \$100 / GH¢600 / GH¢400 per day
TV & VCR/DVD	\$200 / GH¢800 per day
Telephone Conference	\$46 / GH¢184
Video Conference	\$200p/hr (min of 3hrs) or \$600p/day (4 to 8 hrs)
Pointer	\$10 / GH¢40

Interpretation equipment - Price is subject to client's requirements and numbers



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