

2023-24 MEETING PACKAGES



FULL DAY PACKAGE WITH LUNCH

\$750 per person

Use of the Function Room
from 9am to 5pm

HALF DAY PACKAGE WITH LUNCH

\$630 per person

Use of the Function Room
from 9am to 1pm **OR** 1pm to 5pm

HALF DAY PACKAGE WITHOUT LUNCH

\$500 per person

Use of the Function Room
from 9am to 1pm **OR** 1pm to 5pm

The above package includes

- Complimentary Nespresso coffee and tea to be provided throughout meeting
- Two refreshment breaks for full day meeting
- One refreshment break for half day meeting
- Buffet lunch at Coffee Shop or designated venue
- Meeting amenities including notepad, pen, drinking water and mints
- One set of whiteboard or flip chart with markers
- Public address system and wireless handheld microphone
- Complimentary Wi-Fi
- Complimentary one set of LCD projector with screen

Additional Hours

- Meeting time can be extended with additional room rental charge (please check with the Catering Office for details)

Quick Breakfast

- Continental breakfast can be arranged at additional cost of **\$60 per person**, including two kinds of pastries, fresh fruit platter, chilled juices, Nespresso coffee or tea

A Little Extra

- **\$60 per person** for additional refreshment break
- **\$150 per person** to upgrade the existing buffet lunch to set lunch at Restaurant (maximum of 20 persons, dress code at Restaurant is smart casual)

Additional Equipment

- **\$105 per set** for additional set of flip chart
- **\$600 per set** for additional set of LCD projector with screen

Minimum booking of 15 persons daily is required

For more information, please contact the Catering Office at 2830 9513 or email: catering@hkfc.com