






Conferencing in Azerbaijan

HYATT HOTELS BAKU

HYATT MEETING AND CONFERENCE CENTRE

Rooms	Room hire per day, AZN	Room hire per ½ day	Size, m ²	Cocktail (pax) 	Classroom (pax) 	Theatre (pax) 	Banquet (pax) 	U-shape (pax) 
First Floor:								
Guba Ball	2938	2113	352	280	150	350	250	90
Guba Foyer	-	-	185	80	-	-	-	-
Baku	1588	938	163	120	65	140	100	60
Baku Breakout	-	-	89	40	-	-	40	-
Lankaran	725	500	60	20	15	20	20	15
Shamakhi	1050	563	96	50	25	50	30	25
Ground floor:								
Nakhchivan	988	563	75	40	25	40	40	25
Shusha	1588	938	164	120	65	140	100	60
Ordubad	988	563	59	40	25	40	40	25
Sheki	988	563	63	40	25	40	40	20
Sheki Foyer	-	-	53	40	-	-	40	-

HYATT REGENCY BAKU

Rooms	Room hire per day	Room hire per ½ day	Size, m ²	Cocktail (pax)	Classroom (pax)	Theatre (pax)	Banquet (pax)	U-shape (pax)
Regency Business	375	250	21	-	-	-	-	-
Center boardroom	-	-	-	-	-	-	-	-

PARK HYATT BAKU

Rooms	Room hire per day	Room hire per ½ day	Size, m ²	Cocktail (pax)	Classroom (pax)	Theatre (pax)	Banquet (pax)	U-shape (pax)
Nizami	1188	813	145	70	35	70	60	35
Amirov	1188	813	145	70	35	70	60	35
Regency Club Boardroom	563	263	36	-	-	-	-	-
Park Business Center Boardroom	375	250	25	-	-	-	-	-

Audio Visual Equipment.

The following items are provided complimentary by the hotel for meetings :

- Flip Chart
- Pens, Pencils, note pads.
- Lectern
- Whiteboards and markers
- Built-in screen

The following items are available also.

- LCD projector – 250 USD
- Laptop – 125 USD
- Screen – 100 USD

Coffee break – from 9 USD per person.

Buffet lunch – from 38 USD per person including soft drinks juices for 1 hour.

Postal: AZ1000, Baku, Azerbaijan

Office: 21, Zarifa Aliyeva, Baku, Azerbaijan

Phone: +99412 4989113; 4989713; 4989813

Fax: +99412 4983159

E-mail: tourdep@bcdtravel.az

http:// www.globaltravel.az

Equipment for Simultaneous Translation, Sound Equipment, microphones etc. can be arranged on your behalf and will be quoted according to your requirements.

Flowers

We can create any arrangements to your requirements. Price on request.

Entertainment

Entertainment can be arranged on your behalf. Price on request.

Theme Parties

Theme Parties can be arranged to your requirements. Price on request.

CROWN HOTEL PLAZA

Rate, meeting shape	Crown Grand Hall	Crown Meeting Hall
Rate	563 USD	500 USD
Size	150 m ²	132 m ²
Theatrical Style	176 pax	110 pax
Cocktail style	120 pax	70 pax
Class room	110 pax	60 pax
O shape	130 pax	40 pax

Audio visual equipment:

The following equipments are free of charge:

- Bottled water
- MM projector (screen)
- Flipcharts, pens, folders, notepads
- Whiteboards, markers
- Overhead projector
- TV, DVD, (CD) player
- Microphones (on table and portable)
- Wireless internet connectivity

The following equipments are provided for additional charge of 563 USD:

- Translation booth
- Head sets (headphones)

All rates stated in AZN and are subject to 18 % VAT.

EXCELSIOR HOTEL BAKU

Space name	Room rate description	Room rate code	Revenue type	Rate
Afurja room	Full Day Rate	Ful	Room Rental	2375 USD
	Half Day Rate	Hal	Room Rental	1250 USD
Dahna room	Full Day Rate	Ful	Room Rental	788 USD
	Half Day Rate	Hal	Room Rental	438 USD
Alinja room	Full Day Rate	Ful	Room Rental	625 USD
	Half Day Rate	Hal	Room Rental	375 USD
Board room	Full Day Rate	Ful	Room Rental	250 USD
	Half Day Rate	Hal	Room Rental	125 USD
Business centre meeting room	Full Day Rate	Ful	Room Rental	250 USD
	Half Day Rate	Hal	Room Rental	125 USD





Price list of audio - visual equipments:

- Flipchart with markers – 19 USD
- Laptop – 88 USD
- Wireless microphone – 25 USD
- Pin microphones – 25 USD
- Multimedia Projector, Screen – 88 USD
- Note pad, pen and mineral water - at no cost.
- Overhead Projector – 38 USD
- Simultaneous translation equipment inc. Head Phones – 5 USD
- Speakers Desk – 63 USD

Coffee break: from 13 USD per person. Depends on menu.

Lunch buffet: from 31 USD per person. Depends on menu.

GRAND HOTEL EUROPE

	Size	Prices for rental	Persons, for cocktail party	Persons, for classroom style	Persons, for theatre style	Persons, for banquette style
Room	m ²	USD				
Baku Ballroom	350	1125	200	120	200	150
Kura room	250	875	100	50	80	70
Azerbaijan saloon	950	2125	600	200	400	350
Araz room	310	875	200	80	100	150

Coffee break (including tea, coffee and cookies) can be ordered at the price of 9 USD **per person per break**.






All the above rates are subject to 18 % VAT

Complimentary use of the following items:

- Flip charts
- White boards
- Markers
- Lectern
- OHP
- Microphones
- Pens and paper
- Water during the meeting.

All the given rates are standart rates. They can be adjusted in accordance with the ordered conference and function facilities.

KEMPINSKI HOTEL BADAMDAR

Rooms	Room hire per day, AZN	Room hire per ½ day	Size, m ²	Meeting 	Theater 	Classroom 	Banquet 	Cocktail 
Gabala Ballroom	3300	2200	600	-	450	200	350	400/500
Ballroom Foyer	-	-	350	-	-	-	-	-
Ballroom Section A	650	470	100	-	100	50	70	100
Ballroom Section B	2200	1650	400	80	350	150	250/300	400
Ballroom Section C	650	470	100	-	100	50	70	100
Auditorium	3900	2750	487	-	525	-	-	-
Auditorium Foyer	-	-	200	-	-	-	-	150
Peony Meeting Room	625	430	88	20	-	-	-	-
Violet Meeting Room	600	400	80	18	-	-	-	-
Jasmine Meeting Room	625	430	73	20	-	-	-	-
Lilac Meeting Room	300	200	30	8	-	-	-	-
Tulip Meeting Room	625	400	92	18	-	-	-	-
Camomile Meeting Room	625	400	77	20	-	-	-	-
Chrysanthemum Meeting Room	550	400	63	8	-	-	-	-
Narcissus Meeting Room	600	420	74	18	-	-	-	-
Lotus Meeting Room	550	400	54	18	-	-	-	-
Gladiolus Meeting Room	350	240	442	8	-	-	-	-
Lily Meeting Room	350	240	42	8	-	-	-	-
Lavender Meeting Room	350	240	41	8	-	-	-	-
Rose Meeting Room	350	240	42	8	-	-	-	-
İris Meeting Room	300	200	37	8	-	-	-	-
Carnation Meeting Room	300	200	30	8	-	-	-	-

In Kempinski premium package is following included:

- Wall mounted Screen in all meeting rooms
- Pens, pencils & note pads
- Water
- Ceiling LCD projector

The following items are available at additional charge:

- Microphones and additional sound system
- Simultaneous translation equipment.

Postal: AZ1000, Baku, Azerbaijan

Office: 21, Zarifa Aliyeva, Baku, Azerbaijan




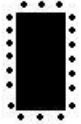

Phone: +99412 4989113; 4989713; 4989813

Fax: +99412 4983159

E-mail: tourdep@bcdtravel.az

http:// www.globaltravel.az

HOLIDAY INN BAKU

	Reception 	Theatre 	Classroom 	Boardroom 	Dinner 	Full Day, USD	Half a Day, USD
Chinar 1+2+3	270	220 pax	128	70 pax	180 pax	1750	1125
Chinar 1+2	140	120 pax	64	48 pax	120 pax	1188	750
Chinar 2+3	160	135 pax	72	48 pax	120 pax	1188	750
Chinar 1	70	60 pax	32	24 pax	60 pax	625	438
Chinar 2	70	60 pax	32	24 pax	60 pax	625	438
Chinar 3	90	75 pax	40	28 pax	80 pax	750	500
Alma	35	30 pax	16	16 pax	16 pax	500	344
Nar	35	30 pax	16	16 pax	16 pax	500	344
Gilas	35	30 pax	16	16 pax	16 pax	500	344
Sham				6 pax	12 pax	375	281
Palid				14 pax	6 pax	313	250

The Holiday Inn Baku Airport offers meeting and banqueting facilities for up to 270 delegates. All meeting rooms feature air conditioning, wireless internet and natural daylight.

Equipments

- Flipchart with markers and set of paper – 31 USD
- Extra paper, per block – 19 USD
- Whiteboard, including markers 38 USD
- Stage (12 m²) – 75 USD
- Lecter for stage / Podium – 31 USD
- Prjection screen (2.4 x 3.4 m) – 25 USD
- LCD data&video projector (beamer) (XVA) – 150 USD
- LCD TV screen – 75 USD
- LCD computer monitor – 38 USD
- Overhead projector (400 Watt) – 31 USD
- Playstation – 44 USD
- Recording audio system – 750 USD
- Sound system, including 1 microphone and 02 speakers – 125 USD
- Table top microphone – 44 USD
- Wireless lapel microphone / Wireless microphone – 44 USD
- CD Player – 38 USD
- DVD Player – 38 USD
- DVD/VCH Player – 38 USD

Postal: AZ1000, Baku, Azerbaijan

Office: 21, Zarifa Aliyeva, Baku, Azerbaijan

Phone: +99412 4989113; 4989713; 4989813

Fax: +99412 4983159

E-mail: tourdep@bcdtravel.az

http:// www.globaltravel.az

- Laptor – 69 USD
- Wireless internet – 31 USD
- Translation booth – 150 USD
- Translation receiver – 4 USD
- Printed name cards, per card – 1.3 USD

RAMADA KHAZRI HOTEL BAKU

Room	Size	Capacity	Rate, USD	
			Full Day	½ day (Equivalent 5 hours)
Marina Ball room	230	260	750	375
Conference Room	120	70	563	313
Board Room	30	10	250	163

Equipment and stationery (free of charge):



- Flip chart
- lectern
- whiteboard and markers
- water
- pens, pencils, notepads
- candies

Additionally charged:

- Cord, cordless microphones: 19 USD each
- LCD Projector: 125 USD per day (75 USD Per ½ day)

All rates are exclusive of 18 % VAT

RADISSON SAS HOTEL








Room	Capacity		Rate
	Ushape 	Theatrical 	
Khazar	27 – 30 pax	45 – 50 pax	438 USD
Araz	12 - 15 pax	25 – 30 pax	375 USD

RESPUBLIKA LUXE HOTEL

Conference hall	
Capacity	Up to 70 pax
Price	375 USD half day
	625 USD full day

Conference room equipment
 Flipchart (for additional price);
 Media Projector (additional price/negotiate);
 Coffe Breaks: From 6 USD till 15 USD per person. Depends on menu.
 Film Screen
 OHP Projector
 Launch: From 13 till 25 USD per person. Depends on menu.

PARK INN AZERBAIJAN HOTEL

Room	Size, m ²	Board 	Banquet 	Dinner 	Classroom 	U-Shape 	Theater 	Reception 	Full day Price, USD
DAN Ulduzu	324	80	250	200	100	70	300	300	2625
Nesimi	86	35	-	-	25	35	60	30	750
Fizuli	82	35	-	-	25	35	60	30	725
Natavan	58	24	-	-	10	22	30	-	563
Nizami	41	18	-	-	10	18	20	-	438
Babek	29	12	-	-	-	-	-	-	413

All rates are quoted in USD and are subject to 18 % VAT

Audio Visual Equipment:

We provide the following items free of charge:

- Flip chart
- Lectern
- Message board
- Overhead projector and screen
- Pens, Pencils, note pads
- Whiteboards and markers
- Water

For additional price:

- Cord, cordless and collar microphones
- Slide projector and screen
- Microphones 375 USD
- LCD projector 188 USD per day
- Translation booth, head sets starting from 625 per day

Coffee break: from 5 till 10 USD per person. Depends on menu.

Lunch: from 25 USD till 63 USD per person. Depends on menu.

CRESCENT BEACH HOTEL

Conference hall	Rate
Meeting Room	USD 250 per day
Meeting Stationary (Screen, Projector, A4 Paper, Pen, Flip-Charts, Markers)	Complimentary
Standard Coffee Break	USD 7 per person/per break
Lunch Options: 1. Business Menu 2. Supreme Menu	USD 28 per person* USD 34 per person*

IRSHAD HOTEL

Conference hall	Capacity	Price
Eastern hall	60-90 pax	375 USD per day
Meeting room	Max 12 pax	88 USD per day
Office room		63 USD per day

Conference room equipmnet

Microphone for additional price, 38 USD per day;

Media Projector for additional price, 50 USD per day

Office room equipment; PC with internet connection, telephone, fax, laser printer and copier.

Coffee breaks: 3-4 USD per person.

Chirag Plaza

	Conference hall
Capacity	100 pax
Price	500 AZN per day

Conference room equipmnet

Happy Inn

	Conference hall
Capacity	60 pax
Price	500 AZN per day

We provide the following items free of charge:

- Flip chart
- Lectern
- Message board
- Overhead projector and screen
- Pens, Pencils, note pads
- Whiteboards and markers
- Water

KHAZAR GOLDEN BEACH HOTEL

Conference hall	Capacity	Price
Conference room	100 pax	188 USD per day

Conference room equipment

Screen, white board, water on tables.

Coffee breaks: 2 options:

Coffee-break for 20-30 minutes costs 4 USD per person, per time.

Coffee-break Flexible (09:00-18:00) cost 15 USD per person.

Lunch is 31 USD per person

Dinner is 38 USD per person (including local wines, beer)

DIPLOMAT HOTEL

Conference hall	Capacity	Price
Room A	25-55 pax	188 USD per day
Room B	15-25 pax	125 USD per day

Technical equipment:

Free of charge: 2 flipcharts, pens, A4 paper, folders, markers, bottled water, screen.

Coffee break: from 4 USD per person.

Lunch: from 15 USD per person. Depends on menu.

AMBIANCE HOTEL

	Conference hall
--	------------------------

Capacity	40 pax
Price	500 USD per day

Prices include coffee break

Lunch, dinner – open buffet – 31 USD per person excluding alcohol drinks

BUSINESS PLACE HOTEL

	Conference hall
Capacity	30 pax
Price	434 USD per day

Prices include coffee break

Lunch, dinner – open buffet – 31 USD per person excluding alcohol drinks

ATROPAT HOTEL

	Price	Coffee break
Conference hall	375 USD	8 USD per person

SHEKI SARAY HOTEL

Conference hall	Capacity		Price
	Theatre	Boardroom	
Nukha room:	50 pax	20 pax	375 USD
Business center:		12 pax	188 USD
Shebeke restaurant:	70 pax	40 pax	434 USD

Equipment and stationery: Projector & screen, sound system, flip chart, interner connection, fax, copier.

Additionally charged: Interpreter, Lap top computer

DUYMA HOTEL in Gabala

Conference hall	Capacity		Price
	Theatre	Boardroom	
Conference room:		20 pax	19 USD per hour
Restaurant:	80 pax	50 pax	On request

Equipment and stationery: Stationery, sound system, flip chart, interner connection, fax, copier.

Additionally charged:

Interpreter

Lap top computer

Projector & screen

Microphones

RELAX HOTEL in Lerik

Conference hall	Capacity	
	Theatre	Boardroom
Restaurant:	200 pax	120 pax

Equipment and stationery: Stationery, flip chart, marker.

Additionally charged:

Interpreter

Lap top computer

Projector & screen

Microphones

BERPA SPA CENTRE in Guba

	Theatre	Boardroom	Price per day	Price Including coffee break
Restaurant	80 pax	45 pax	375 USD	688 USD

Equipment and stationery: Screen and projector, DVD player, microphone, lectern, pens, flipchart, marker.

Additionally charged: Interpreter, translation cabins,