

Events at Studio Villa Bosch

Schloss-Wolfsbrunnenweg 33
69118 Heidelberg
Germany

Inquiry to Organizers

Phone: +49 6221 533 - 400
Fax: +49 6221 533 - 599 400

e-Mail:
info@studio-villa-bosch.de

Web site:
www.studio-villa-bosch.de

Company _____

Organizer Mr/Ms _____

Contact person during event _____

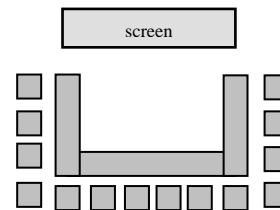
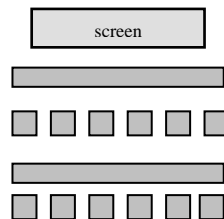
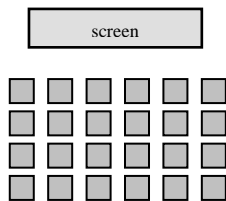
When is your event taking place ?

Day(s) _____

from / to _____

Number of participants _____

Seating arrangements



Carl Bosch Auditorium

Maximum capacity	90	40	28
Need	_____	_____	_____

Fritz Haber Auditorium

Maximum capacity	48	28	22
Need	_____	_____	_____

Alwin Mittasch Studio

Maximum capacity	16
Need	_____

What technology do you require ?

- 1 laptop, usable in one of the lecture rooms
- 1 intercommunication station, usable in one of the lecture rooms*

Carl Bosch Auditorium

- Beamer (4:3)
Double projection
- Document camera
- Information system
(PowerPoint)
- Simultaneous interpreting
System / Control booth
- Radio microphone system
& headset
- WLAN/LAN
- Mobile IP phone
- Blu-ray player
- Moveable vitreous panels
- Flip-chart stand
- CD / Tape
- Speaker's dais

Fritz Haber Auditorium

- Beamer (16:9)
Single projection
- Document camera
- Information system
(PowerPoint)
- Radio microphone system
& headset
- WLAN/LAN
- Mobile IP phone
- Blu-ray player
- Moveable pinboards
- Flip-chart stand
- CD / Tape
- Speaker's dais

Alwin Mittasch Studio

- LCD display
(80", Full HD, 16:9)
- Information system
(PowerPoint)
- Sound studio*
- WLAN/LAN
- Mobile IP phone
- Blu-ray player
- Moveable whiteboards
- Flip-chart stand
- CD / Tape

*Additional technical support: will be invoiced

Are you planning to deliver any booths or other bulky materials?

What kind of catering would you prefer?

- | | | |
|--------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> cold drinks | <input type="checkbox"/> finger food | <input type="checkbox"/> cold buffet |
| <input type="checkbox"/> hot drinks | <input type="checkbox"/> G fork food | <input type="checkbox"/> warm buffet |

Ask us if you have special catering requirements.

Are you expecting participants on a special diet or sensitive/ allergic to certain foods?

Are you expecting participants requiring special attention, e.g. wheelchair users?

We are happy to assist you in finding hotel accommodation in Heidelberg.

May we name your event under the heading REFERENCES on our website www.studio.villa-bosch.de?

Information and Estimate of Costs

Please call me/us back Please send us an offer by fax by email

Terms of Cancellation

For cancellations up to two weeks prior to the scheduled commencement of the event at the latest, we charge a cancellation fee amounting to 20% of the rental.

As we are sure you will understand, we have no choice but to charge the full rental for cancellations later than this date.

I agree to these conditions:

Date

Signature

I agree that my data will be used and saved exclusively for the organization of the event.

Company _____

Organizer Mr/Ms _____

Department _____

Adress _____

Organizer Mr/Ms _____

Phone / Fax _____ / _____

Email _____

Contact person
during event _____

Date

Signature