



2024 Meeting Package 會議套餐

Packages 套餐	Price 價目
Full Day Meeting Package 全日會議套餐	每位 HK\$808 per person
Half Day Meeting Package (with lunch) 半日會議套餐 (包括午餐)	每位 HK\$688 per person
Half Day Meeting Package (without lunch) 半日會議套餐 (不包括午餐)	每位 HK\$588 per person

Meeting Package included 會議套餐包括：

- ☞ Use of meeting room 使用會議室
Full Day 全日：9:00am – 5:00pm
Half Day 半日：9:00am – 1:00pm OR 或 1:00pm – 5:00pm
- ☞ Unlimited serving of coffee, tea and water throughout the meeting
會議期間無限量供應咖啡、茶及水
- ☞ Coffee break with 2 refreshment items 茶歇連 2 款茶點小吃
Full Day 全日：2 coffee breaks 2 個茶歇
Half Day 半日：1 coffee break 1 個茶歇
- ☞ Lunch Buffet at Promenade Restaurant 於西餐廳享用自助午餐
***Only applicable to Full Day Meeting Package and Half Day Meeting Package (with Lunch)*
***只適用於全日會議套餐及半日會議套餐(包括午餐)*
- ☞ Use of LCD projector, screen and multimedia player
使用液晶體投影機、螢幕及多媒體播放機
- ☞ Use of PA system with 2 wireless handheld microphones
使用音響設備連手提無線咪 2 支
- ☞ Use of flipchart or whiteboard with markers
使用掛紙板或白板連水筆
- ☞ Meeting amenities and candies
會議文具及糖果
- ☞ Complimentary wifi services (for maximum 10 devices)
免費使用無線上網服務 (最多可供 10 個裝置使用)
- ☞ Complimentary 2 parking spaces (private car only)
免費泊車位 2 個 (只限私家車)

Remarks 備註：

- ❖ The above prices are valid until 30 November 2024
以上價目有效期至 2024 年 11 月 30 日
- ❖ Other meeting equipments will be arranged with additional charges, subject to availability on the day of meeting
其他會議設備需收取額外費用，並需視乎會議當日之供應情況而定
- ❖ The above packages are available for **10 persons or above**
以上套餐只適用於 **10 位或以上** 之會議
- ❖ The above prices are subject to 10% service charge
以上價目需另設加一服務費

2024 Meeting Package 會議套餐 (Optional Services 附加服務)

Food & Beverage 餐飲選擇	Additional Charge per Person 額外費用 (以每位計算)
☞ Additional coffee break with 2 refreshment items 額外茶歇連 2 款茶點小吃	HK\$50
☞ Unlimited serving of chilled orange juice during coffee break 於茶歇期間無限量供應冰凍橙汁	每段茶歇 HK\$30 per break
☞ Additional refreshment item 額外茶歇小吃	每款及每段茶歇 HK\$30 per item per break
❖ <i>The above prices are subject to 10% service charge 以上價目需另加一服務費</i>	

Meeting Equipment 會議設備	Daily Charge 費用 (以每日計算)
☞ Polycom soundstation conference phone 會議電話	每套 HK\$750 per set
☞ Additional LCD projector with screen 額外液晶體投影機連螢幕	每套 HK\$1,000 per set
☞ Additional flipchart with paper & marker 額外掛紙板連水筆	每套 HK\$200 per set

**Explore all-round events that match your passions,
our enthusiastic catering team will assist you to execute a flawless event**
請聯絡宴會部，讓我們助您悉心打造及實現一個理想圓滿的活動安排。

Tel 電話: (852) 3160 6815 Fax 傳真: (852) 3160 6920

E-mail 電郵: catering.hpme@harbour-plaza.com

Website 網址: harbour-plaza.com/hpme