



HEMINGWAYS
NAIROBI

CONFERENCE & BANQUETS KIT 2023



AMERICAN EXPRESS®
FINE HOTELS & RESORTS
MEMBER

www.hemingways-collection.com

CONFERENCE PACKAGES 2023

Standard Meeting Package

Full Day Meeting

KES 6,500 per person inclusive of taxes

- Welcome break:– Tea, coffee and Assorted pastries
- Mid–Morning Break: Tea, coffee, hot snacks, assorted sandwiches, fruit slices and a healthy option
- Lunch:–3 course set / Buffet menu and a soft drink in the Brasserie
- Afternoon Break: Tea, coffee with Cookies and Tea scones
- ½ litre water morning and afternoon
- Meeting provisions: Stationery – writing pad, pen, flip chart stand, paper and a set of marker pens, Lcd projector & screen, WIFI, assorted mints.

Half Day

AM Meeting at KES 6,000 per person inclusive of taxes

- Welcome break:– Tea, coffee and Assorted pastries
- Mid–Morning/Afternoon Break: Tea, coffee, hot snacks, assorted sandwiches, fruit slices and a healthy option
- Lunch:–3 course set / Buffet menu and a soft drink in the Brasserie
- Afternoon Break: Tea, coffee with Cookies and Tea scones
- ½ litre water morning/afternoon
- Meeting provisions: Stationery – writing pad, pen, flip chart stand, paper and a set of marker pens, Lcd projector & screen, WIFI, assorted mints.

Premium Meeting Package

Full Day Meeting

KES 7,000 per person inclusive of taxes

- Welcome break:– Tea, coffee, Assorted pastries, hot snack and fruit juices.
- Mid–Morning Break: Tea, coffee, hot snacks, assorted sandwiches, fruit slices, smoothies and a healthy option.
- Lunch:–3 course set / Buffet menu and a soft drink in the Brasserie
- Afternoon Break: Tea, coffee with Exotic fruit tartlets, Cookies and Tea scones
- ½ litre water morning and afternoon
- Meeting provisions: Stationery – writing pad, pen, flip chart stand, paper and a set of marker pens, Lcd projector & screen, WIFI, assorted mints.

Half Day

AM/PM Meeting at KES 6,500 per person inclusive of taxes

- Welcome break:– Tea, coffee, Assorted pastries, hot snack and fruit juices
- Mid–Morning/Afternoon Break: Tea, coffee, hot snacks, assorted sandwiches, fruit slices, smoothies and a healthy option.
- Lunch:–3 course set / Buffet menu and a soft drink in the Brasserie
- ½ litre water morning/afternoon
- Meeting provisions: Stationery – writing pad, pen, flip chart stand, paper and a set of marker pens, Lcd projector & screen, WIFI, assorted mints.

ROOM HIRE CHARGES

MEETING ROOMS	FULL DAY MEETING	HALF DAY MEETING
Havana	KES 80,000	KES 70,000
Green Hills	KES 80,000	KES 70,000
The Boardroom	KES 60,000	KES 50,000
Bimini	KES 22,000	KES 20,000
Pillar	KES 18,000	KES 15,000
Private Dining Room	KES 20,000	

EQUIPMENT HIRE (Per Day)

PA System with 2 microphones	KES 15,000
Microphone	KES 3,500
Printer (black and white)	KES 20,000
Printer (color)	KES 30,000
Videoconferencing	KES 30,000
Teleconferencing	KES 20,000

DEDICATED BANDWIDTH

Capacity-BOD	1 Day (Tax inclusive)	2 Days (Tax inclusive)	Technology
10mbps	KES 25,000	KES 47,000	SAF Fiber
20mbps	KES 30,000	KES 55,000	SAF Fiber
30mbps	KES 35,000	KES 60,000	SAF Fiber

MEETINGS ROOM CAPACITIES

	ROUNDS	THEATRE	U- SHAPE	BOARDROOM	COCKTAIL	CLASSROOM	SQ MTS	DAYLIGHT
HAVANA	40	100	40	30	100	60	136	Y
GREEN HILLS	60	100	35	30	100	60	172	Y
GREEN HILLS TERRACE	N/A	N/A	N/A	25	50	N/A	---	Y
BOARD ROOM	N/A	N/A	N/A	12	N/A	N/A	48	Y
PILLAR	N/A	N/A	N/A	6	N/A	N/A	20	Y
BIMINI	N/A	N/A	N/A	8	N/A	N/A	24	Y



Havana

DETAILS

Size: 136 Square Meters

Sitting Arrangements

Round Tables	40
Theatre style	100
U Shape	40
Boardroom	30
Cocktail set-up	100
Classroom style	60



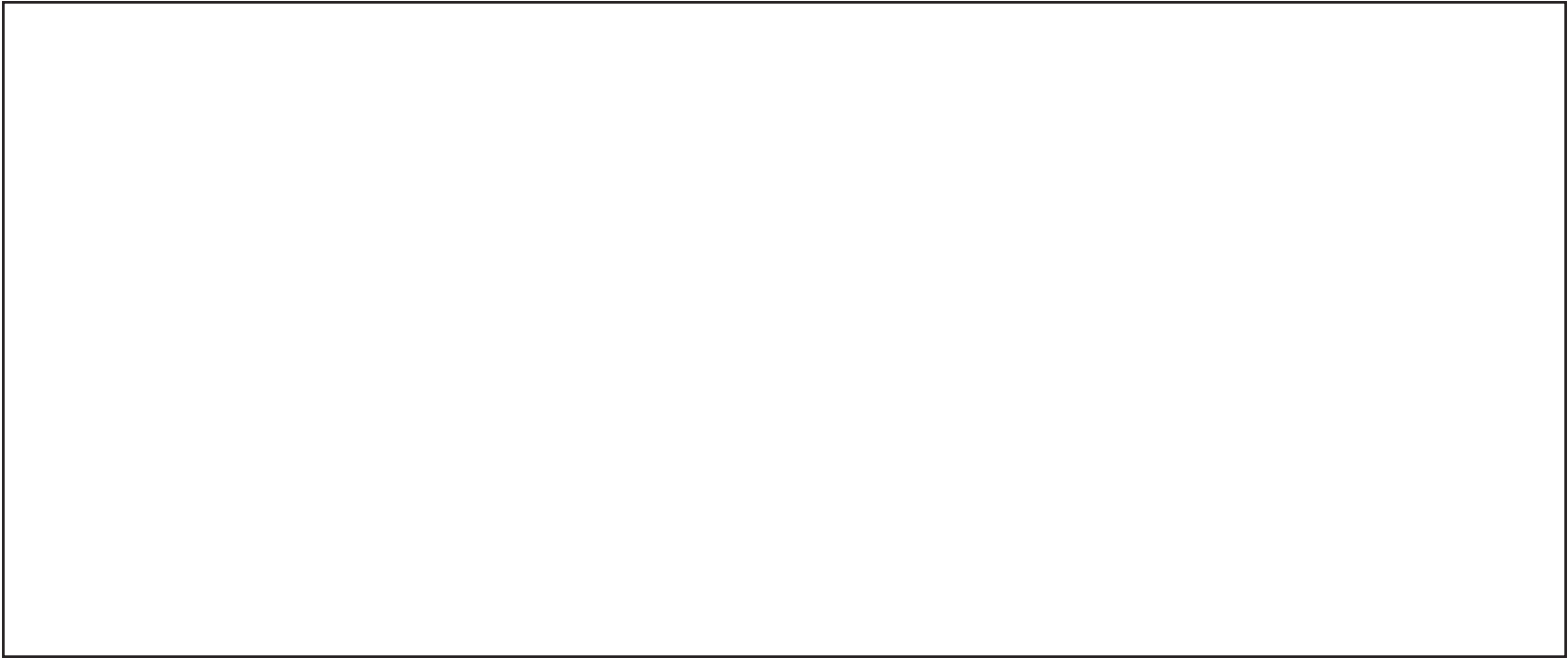
Green Hills

DETAILS

Size: 172 Square Meters

Sitting Arrangements

Round Tables	60
Theatre style	100
U Shape	35
Boardroom	30
Cocktail set-up	100
Classroom style	60



Green Hills Terrace

DETAILS

Sitting Arrangments

Round Tables	N/A
Theatre style	N/A
U Shape	N/A
Boardroom	25
Cocktail set-up	50
Classroom style	N/A



Boardroom

DETAILS

Size: 48 Square Meters

Sitting Arrangements

Round Tables	N/A
Theatre style	N/A
U Shape	N/A
Boardroom	12
Cocktail set-up	N/A
Classroom style	N/A



Pillar

DETAILS

Size: 20 Square Meters

Sitting Arrangements

Round Tables	N/A
Theatre style	N/A
U Shape	N/A
Boardroom	6
Cocktail set-up	N/A
Classroom style	N/A



Bimini

DETAILS

Size: 24 Square Meters

Sitting Arrangements

Round Tables	N/A
Theatre style	N/A
U Shape	N/A
Boardroom	8
Cocktail set-up	N/A
Classroom style	N/A



HEMINGWAYS

NAIROBI

Mbagathi Ridge, Karen
P. O. Box 146 – 00502 Karen, Nairobi
Telephone: +254 (0) 711 032 000

Reservations:

Telephone: +254 (0) 711 032 000 / 233 / 235
events.nairobi@hemingways.co
www.hemingways-collection.com

