

# GENEVA GRADUATE INSTITUTE

INSTITUT DE HAUTES ÉTUDES INTERNATIONALES ET DU DÉVELOPPEMENT GRADUATE INSTITUTE OF INTERNATIONAL AND DEVELOPMENT STUDIES

## **Classroom S7**

- → Standard configuration: U-shape
- $\rightarrow$  1 president's table
- $\rightarrow$  9 tables with electrical outlets
- $\rightarrow$  21 chairs around the tables
- → 14 chairs with writing tables
- → Water service with carafes and glasses

### Lighting

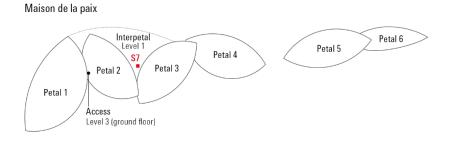
Dimmer switch

## Multimedia

- → President's table with computer and return screen
- → Interactive BenQ screen 86"
- → 2 full HD motorised cameras for videoconferences
- → HDMI laptop connection
- → Easy configuration with touch screen
- → High-speed Wi-Fi

### Sound system

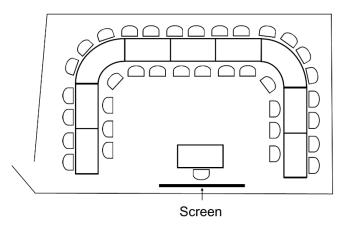
- → 2 A/V speakers
- 1 table microphone on the president' table
- → 1 head-set microphone
- → Overhead microphones



Classroom S7	
Daily rental	CHF 700.00
Half-day rental (maximum 4 hours – morning or afternoon)	CHF 480.00

## Configuration

The standard configuration is a U-shape. This configuration cannot be changed.



Standard configuration (unchangeable):

- 21 chairs around the tables
- + 14 chairs with writing tables

## **Opening hours**

A member of the Geneva Graduate Institute's Events Team will be present to welcome you and to assist you during your event. In addition, the room start-up fee as well as one-hour of a team member's time are included in the rental price.

This service is provided from 8:00 until 18:00 on weekdays. Additional costs can occur outside of business hours and over the weekend depending on your conference's programme.

### Catering

Coffee breaks, lunch buffets and cocktails can be organised in one of the Maison de la Paix's halls, if available. The costs for catering, set-up and cleaning are not included in the rental fees and will be part of a detailed quote.

Novae is the Maison de la Paix's preferred vendor for catering. However, it does not have an exclusive contract. You may contact Novae's onsite manager, who can send you a quote and answer your questions at <u>iheid@novae-restauration.ch</u>.

Seated lunches/dinners or receptions can also be organised in the restaurant *La Terrasse de la paix*, located on the 8<sup>th</sup> floor of the Petal 5 building. The restaurant can accommodate up to 45 people for a sit-down function and many more on the terrace in instances of good weather. For additional information: <u>http://maisondelapaix-restaurant.ch/</u>.

### **Additional information**

During the academic year, this room is used for the classes of the Geneva Graduate Institute and its availability is limited.

The aforementioned prices are for general information only; they can vary and/or can be adjusted according to your requirements.

A detailed quote will be sent upon specific request. All rates indicated are in Swiss francs (CHF), VAT excluded (8.1%). The Maison de la Paix's pricing will be guaranteed upon the signature of the contract.

#### **Contact details**

Please do not hesitate to contact us to enquire about availabilities or to request a quote. <u>events@graduateinstitute.ch</u> / Tel: +41 22 908 43 50.