

# MEETING ROOM C3

## FACT SHEET

16 seats  
43m<sup>2</sup>



**GENEVA  
GRADUATE  
INSTITUTE**

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

### Meeting room C3

- Standard configuration: rectangle
- 8 tables with electrical outlets
- 16 chairs
- Coat rack
- Natural light
- Water service with carafes and glasses
- Dimmer switch
- Electric blinds

### Additional services

- Upon request:
- Videoconferences (with 2 motorised Full HD cameras)
  - 1 headset or 1 tie microphone

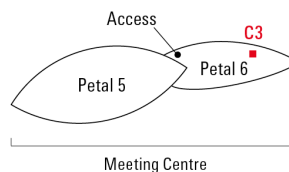
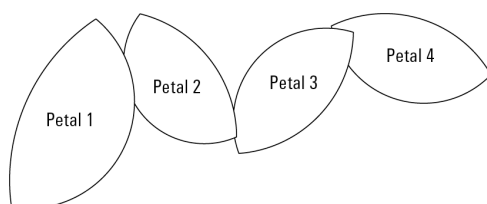
### Multimedia

- BenQ 86" interactive screen
- 1 laptop included
- 32" LCD return screen
- HDMI connections for laptops
- Easy configuration with touch screen
- High-speed Wi-Fi

### Sound system

- Front speaker (below interactive screen)
- Ceiling speakers

Maison de la paix



Rental fees  
Contact →

## Rental fees

---

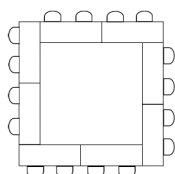
Meeting room C3	
Daily rental	CHF 700.00
Half-day rental (maximum 4 hours – morning or afternoon)	CHF 470.00

## Configurations and rates

---

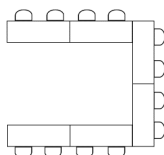
Additional set-up fees will be charged depending on the chosen configuration:

### Standard configuration 16 seats



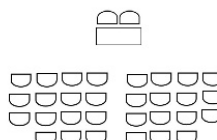
No additional costs

### U-shape 12 seats



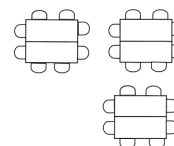
CHF 150.00

### Theatre 30 seats



CHF 300.00

### Islands 24 seats



CHF 250.00

Custom configurations are also possible upon request.

## 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 the corridor in front of the conference room. 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 [iheid@novae-restauration.ch](mailto:iheid@novae-restauration.ch).

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: <http://maisondelapaix-restaurant.ch/>.

## Additional information

---

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.  
[events@graduateinstitute.ch](mailto:events@graduateinstitute.ch) / Tel: +41 22 908 43 50.