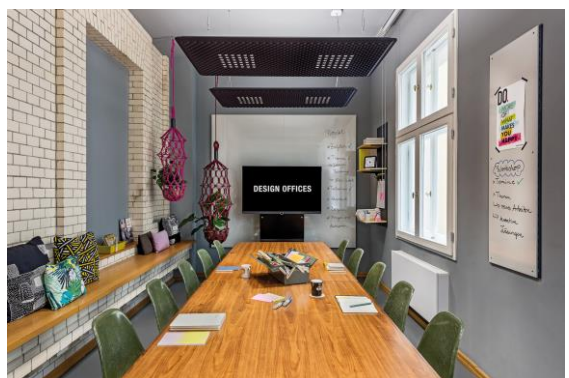


Design Offices Berlin Unter den Linden

Conference & Event Price List

As a pioneer for new work Design Offices offers ideal spaces for dynamic working. The innovative room concepts provide variable furnishings for a range of scenarios, writeable walls and comprehensive toolboxes with presentation materials. Our concept not only enables the realization of future-oriented, creative methods, but also classic formats in contemporary look.

What's more, Design Offices offers the perfect setting for event formats - whether as networking event with talks, staff party, or after work party. Here, you will find the most exciting room options.



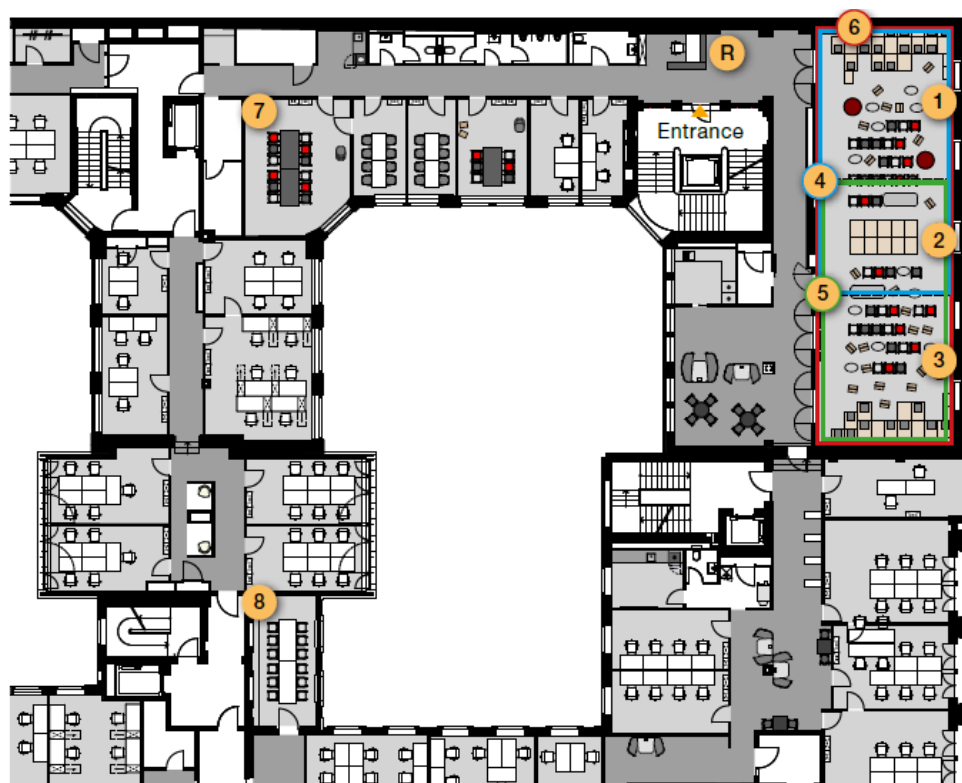
We are your consultants for dynamic event formats in new work style!

You know the target for your event - we have the means for the perfect realization!

Whether design thinking, scrum or classic training formats, in the Meet & Move Room or the unique Work Lab, you'll find the just the right setting.

Conference Rooms and Event Areas

3rd Floor



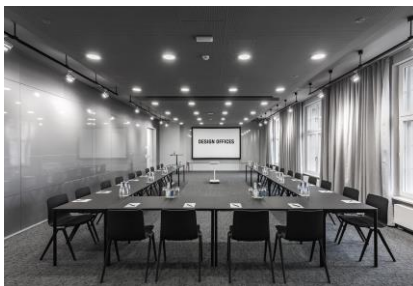
Conference room		Area	L x W	Height	Room rental for a full day* in €
		m ²	m	m	gross
Work Lab S I	1	56	8 x 7	2,96	895,-
Work Lab S II	2	43	6 x 7	2,96	780,-
Work Lab S III	3	54	7,5 x 7	2,96	895,-
Work Lab M I	4	100	14 x 7	2,96	1.500,-
Work Lab M II	5	98	14 x 7	2,96	1.500,-
Work Lab L	6	154	22 x 7	2,96	2.180,-
Meet & Move	7	39	7 x 6	3,1	660,-
Training Room	8	22	6,5 x 3	3,55	480,-

* until 6pm

All rooms at the Design Offices can also be booked for evening events, or for several days at a time.

All prices are gross and include the currently applicable statutory VAT at 19%. The GTC of Design Offices apply.

Basic Equipment & Services



Basic Equipment

- High quality lobby for visitor reception
- Stylish communal areas
- Pads and pens

Basic Equipment in the Rooms

- High-speed WLAN
- Flat screen with HDMI and VGA connection or projector / projection screen (Training Room)
- Adapter for Apple devices
- Writable walls/blackboards/whiteboards/pin boards/flip charts (depending on room setup)
- Technology trolley with facilitator's basic presentation equipment (toolbox)
- Natural light (can be darkened) , air-conditioning / ceiling panel cooling system / ventilation system

Data line: dedicated bandwidth on request

Additional Equipment | Technology

	gross / item
Projector (included in Training Room)	70,00 €
Additional flip chart (including 10 sheets, pens)	30,00 €
Flip chart block	12,00 €
Metaplan board including materials	30,00 €
Facilitator's presentation kit	30,00 €
Other technology possible on request	

Office Services

	gross / item
Writing set (A5 pad, pen)	3,00 €
Photocopying/Printing - Black/White A4	0,20 €
Photocopying/Printing - Black/White A3	0,40 €
Photocopying/Printing - Colour A4	0,60 €
Photocopying/Printing - Colour A3	0,95 €
Scanning A4 or A3	0,25 €
Fax per page, A4	0,15 €
Telephone (per unit)	0,60 €

Other Services

	gross / item
Manager (on-site event support)	65,00 € *
Coordinator (on-site event support)	35,00 € *
Concierge service	on request

*only for weekend events until 11:00 pm; for events Mon.-Sun. between 11:00 pm and 6:00 am plus 25% nightwork extra pay per hour.
External service personnel will be charged according to expenditure.

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Conference Flat Rates

With a conference flat rate (at least 12 persons), you can book a complete package, allowing you to easily estimate the cost of your event and leaving us to take care of every tiny detail.

The room set-up*, including the basic equipment, is included in every flat rate.

	Standard	Premium	All-In
	Full day	Full day	Full day
Room rental* incl. technology	✓	✓	✓
Welcome coffee			✓
Mid-morning break	✓	✓	✓
Buffet lunch	✓	✓	✓
Afternoon break	✓	✓	✓
Soft drinks in the room, 0.33 l	✓✓		
Soft drinks with lunch, 0.33 l	✓		
Flat rate for drinks Premium **		✓	
Flat rate for drinks All-In ***			✓
Fruit bowl			✓
Snack box			✓
Prices for full day			
(gross)	74,00 €	84,00 €	94,00 €

Conference flat rate "Standard"

gross

Includes coffee breaks (mid-morning and afternoon) with filter coffee, tea, a range of different snacks and a buffet lunch, 2 softdrinks in the room, 1 softdrink with lunch

Full day flat rate "Standard" (up to 8 hours, until 6 pm): per person 74,00 €

Conference flat rate "Premium"

Includes coffee breaks (mid-morning and afternoon) with filter coffee, tea, a range of different snacks, a buffet lunch, flat rate for drinks Premium

Full day flat rate "Premium" (up to 8 hours, until 6 pm): per person 84,00 €

Conference flat rate "All-In"

Includes coffee breaks (mid-morning and afternoon) with filter coffee, tea, a range of different snacks, a buffet lunch, flat rate for drinks All-In, fruit bowl, snack box

Full day flat rate "All-In" (up to 8 hours, until 6 pm): per person 94,00 €

Spice up your breaks, or conclude the evening with fine finger food!

For your coffee breaks and lunch we offer a selection of tasty snacks and desserts, and for the evening a wide range of finger food.

We are happy to provide a detailed offering tailored to meet your catering preferences

* Adequate space is provided for the size of the group. A larger space is available at an additional cost.

** Flat rate for drinks Premium incl. softdrinks, mineralwater, filter coffee, tea

*** Flat rate for drinks All-In incl. softdrinks, mineralwater, energy drinks, coffee specialties, tea

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Drinks & Powersnacks



Drinks*			gross
Beer	different sorts	0,33 l	3,90 €
fritz-kola	kola, kola no sugar	0,33 l	3,30 €
fritz-spritz	Organic Rhubarb Spritzer, Organic Apple Juice Spritzer	0,33 l	3,30 €
fritz-limo	Apple-Cherry-Elderberry, Honeydew, Lemon, Orange	0,33 l	3,30 €
Grober Schnitzer	Apple Schnitz-Spritzer, Red Currant	0,33 l	3,30 €
Dietz Teaz	Passion Fruit Rooibos Tea, Peppermint Matcha Tea etc.	0,33 l	3,30 €
Fountain of Youth Coconut Water		0,33 l	5,30 €
Water Aqua Monaco	still and sparkling	0,33 l	2,60 €
Water Aqua Monaco	still and sparkling	0,75 l	6,00 €
Red Bull	Energy Drink, sugarfree	0,25 l	3,80 €
acáo	Quince and Lemon, Passionfruit Ginger, Pink Grapefruit	0,25 l	3,80 €
Club-Mate		0,33 l	3,30 €
Hot Drinks			
Café Crème / Espresso			2,90 €
Cappuccino			3,30 €
Latte Macchiato			3,70 €
Pot of filter coffee		0,85 l	17,00 €
samova teas			2,50 €
Wine/Sparkling Wine			
Cabernet Dorsa (red), dry		0,75 l	23,80 €
Pinot Grigio (white), dry		0,75 l	20,00 €
Riesling "S" Sonnenmorgen, dry		0,75 l	23,80 €
Riesling Sparkling Wine, classic bottle fermentation, dry		0,75 l	24,90 €
Marx Secco, dry		0,75 l	20,30 €
We can recommend other wines on request.			

Powersnacks:

We offer you and your guests a wide range of Powersnacks.

You can choose from fine cereal bars, nut mixes, chocolate bars and chips.

We are happy to provide a detailed offering tailored to meet your catering preferences.

* object to change

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