



Royal by rex resorts, Meetings and Incentives Facilities.

Capacities									Dimensions (Sq ft).		
	Meeting Rooms	Theatre	Classroom	Boardroom	E Shape	T Shape	U Shape	Banquet	Reception	L	W
Royal Conference Room	160	70	40	75	40	50	90	100	43	38	14
Hibiscus Room	25		16								

Additional Internal Services	
Photocopying	
Fax Services incoming and outgoing	
Email	
Internal Installation	
ASDL Usage	
Equipment Available	Food and Beverages
Overhead Projector, Projector Screen, Slide Projector	Conference Breaks: Coffee, Tea, Juice, Light Snacks
TV/VCR	Liquid Coffee Breaks: Coffee, Tea, Herbal Tea, Local Juice
Microphone and Podium	3 Course Meal
PA System	Buffet Dinner
Flip Charts and Markers	Finger Buffet
Additional External Equipment (per day)	Plug Sockets
LCD Projector	Hibiscus= 3x110v and 2x 220v
Table Microphone (EC\$150 installation)	Royal Conference Room= 8x220v, 9x110v
2 x Wireless or clip on mike (Free of Charge)	
Laptop Computer	
DVD Player	
General Information	
<p>Luncheon, Banquets and Weddings are served as a buffet meal in the meeting room (have to be less than 70 people). Conferences or workshops for 20 people or less eat in the main restaurant. Drinks are served as per client request. The Royal Conference Room has spot lights and florescent lighting. Decoration: Balloons are not placed in organisations color scheme. The Royal Conference Room has one extension telephone line. Internet access is available upon request only. WIFI available in Lobby. Bathrooms are situated at the outer entrance of the conference room. All conferences should be confirmed at least 7 days in advance. Use of Secretariat – is situated on the Ground Floor Suites 1114 &1116.</p>	
Rates	
For rates, sample menus and details of the restaurant spaces available please contact the London office. All Prices are subject to 10% service charge and 8% Government Tax	

