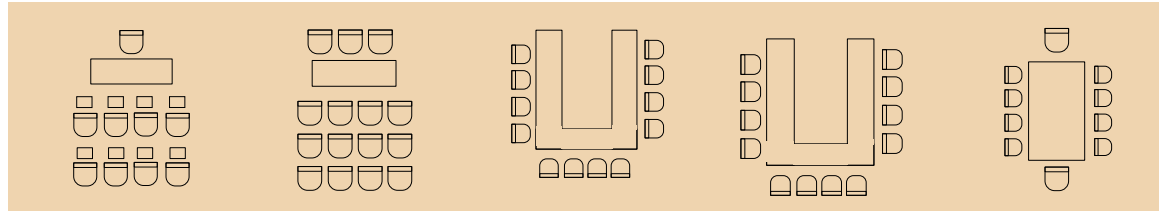


# MEETING LAYOUT & SEATING ARRANGEMENT

Name	Size	Classroom	Theatre	U-shape	Double U-shape	Boardroom
Small Hall	13.5ft * 19.3	33	72	22	32	25
Large Hall	37.8ft * 22ft	88	228	60	108	70



	TRAINING PACKAGE		CLASSIC PACKAGE		EXECUTIVE PACKAGE	
	Half Day	Full Day	Half Day	Full Day	Half Day	Full Day
<b>Meeting Room Inclusions</b>						
Use of plenary meeting room	✓	✓	✓	✓	✓	✓
Note pads & pens	✓	✓	✓	✓	✓	✓
Wireless internet & Projector	✓	✓	✓	✓	✓	✓
Standard flipchart & marking pens	✓	✓	✓	✓	✓	✓
Ice water on the table with lime and passion fruit cordial					✓	✓
Bowl of individually covered mint sweets	✓	✓	✓	✓		
Dispenser water	✓	✓	✓	✓	✓	✓
Appletiser & Grapetiser juice					✓	✓
<b>Bowl of Toffees or Mints</b>					✓	✓
Tissue Box					✓	✓
<b>Arrival Welcome Tea Coffee Refreshment (Added Valued)</b>						
Freshly brewed filter coffee and a selection of salon teas			✓	✓	✓	✓
Tea time home-bake biscuits			✓	✓	✓	✓
<b>Mid-morning Tea Coffee Refreshment Break</b>						
Freshly brewed filter coffee and a selection of salon teas	✓	✓	✓	✓	✓	✓
Sweet tea time treat		✓		✓		✓
Savory tea time treat				✓		✓
<b>Meetings Lunch Menu with one bottle of soda</b>						
Buffet Lunch	✓	✓	✓	✓	✓	✓
Dessert	✓	✓	✓	✓	✓	✓
<b>Mid-Afternoon Tea Coffee Refreshment Break</b>						
Freshly brewed filter coffee and a selection of salon teas		✓		✓		✓
Sweet tea time treat				✓		✓
Savory tea time treat						✓



KENYA - Fig Tree Camp | Kilima Safari Camp | Kilifi Bay Beach Resort | Baobab Sea Lodge |

Hunter Lodge | La Mada Hotel | Oakwood Hotel | Adventure Aloft Balloon Safaris

UGANDA - Jinja Nile Resort | Kampala Nile Resort

TANZANIA - Shukran Palace, Zanzibar | Elephant Rock Camp | Adventure Aloft Balloon Safari