



ANNO 1350

HOTEL SCHLOSS MÖNCHSTEIN
SALZBURG

Banqueting Information
Top seminars on a small scale



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HOTEL SCHLOSS MÖNCHSTEIN
SALZBURG

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HOTEL SCHLOSS MÖNCHSTEIN
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Rooms



24 rooms and suites:

6 double rooms	approx. 30 m ²
5 superior double rooms	approx. 40 m ²
5 junior suites	approx. 45 m ²
5 castle suites	approx. 50 m ²
2 Mönchstein suites	85 and 95 m ²
1 suite „MARIA THERESIA“	75 m ² plus 30 m ² private terrace

Beds: 48 beds

Room equipment and services:

- air condition
- cable TV
- concierge service for ticket reservations, concert bookings etc.
- desk
- detailed route map and mailing of motorway toll sticker, if required
- direct dial telephone
- DVD and CD player
- exclusive and luxurious marble bathrooms
- free internet access in the rooms
- free parking and valet service
- free usage of the hotel own laptops with wireless LAN in all public areas
- laundry service and free ironing service
- lavish bathroom amenities, cosy bathrobes and slippers
- minibar
- radio
- safe
- shoe cleaning service
- 24 hour room service



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Our Mönchstein seminar package *full day with overnight stay*

This offer consists of the following services:

- overnight stay in spacious room with free internet access and DVD player
- extensive castle breakfast
- conference room hire and technical equipment
- stationery set
- fresh fruits of the season in conference room
- 2 coffee breaks with pastries - sweet and savoury
- 4 non-alcoholic conference drinks of your choice
- 3 course menu with optional main course

Should you prefer dinner, a supplement will be charged!

Conference package

in a single room from Euro 207,00 per person

in a double room from Euro 170,00 per person

This package is valid according to season from Monday to Thursday.

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The hotel reception staff will gladly compile an individual offer to suit your requirements.

They can also create tailor-made packages for events or small meetings at the HOTEL SCHLOSS MÖNCHSTEIN****. Therefore, we have already designed a few packages for you.



HOTEL SCHLOSS MÖNCHSTEIN
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Our Mönchstein seminar package *full day without overnight stay*

This offer consists of the following services:

- technical equipment (without beamer)
 - stationery set
 - fresh fruits of the season in conference room
 - 2 coffee breaks with pastries - sweet and savoury
 - 4 non-alcoholic conference drinks of your choice
 - 3 course menu with optional main course
- Should you prefer dinner, a supplement will be charged!

The conference package is Euro 65,00 per person.

This package is valid according to season from Monday to Thursday.

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The hotel reception staff will gladly compile an individual offer to suit your requirements.

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The room fee for one day is Euro 250,00.



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Our Mönchstein seminar package *half day without overnight stay*

This offer consists of the following services:

- technical equipment (without beamer)
 - stationery set
 - fresh fruits of the season in conference room
 - 1 coffee break with pastries - sweet and savoury
 - 2 non-alcoholic conference drinks of your choice
 - 3 course menu with optional main course
- Should you prefer dinner, a supplement will be charged!

The conference package is Euro 49,00 per person.

This package is valid according to season from Monday to Thursday.

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The hotel reception staff will gladly compile an individual offer to suit your requirements.

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The room fee for a half day is Euro 150,00.



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The technical equipment



Our standard technical equipment is included in the package price:

- DVD player
- flipchart with markers
- internet access (analogue)
- large projector screen
- laser pointer
- lights with dimmer switch
- magnetic board
- music system with CD player
- overhead projector
- slide projector
- telephone
- television
- video recorder

Any additional equipment can be hired on request from professional partner companies.

e.g. Beamer Euro 160,00 - Euro 270,00 per day



HOTEL SCHLOSS MÖNCHSTEIN
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The small print - our terms and conditions

The current terms and conditions regarding events and functions at the Hotel Schloss Mönchstein (hereafter called „hotel“) are part of the booking made by your company (hereafter called „organiser“). Terms and conditions made by the organiser do not apply. The organiser accepts the terms and conditions mentioned below in addition to all corresponding commercial and other regulations and confirms his agreement, acceptance and liability with his signature.

1. Acceptance of terms and conditions

Upon receipt of confirmation the organiser also accepts the general terms and conditions of the Hotel Schloss Mönchstein and confirms these are understood.

2. Deposit

A deposit of 80% of expected business volume is due by the date agreed at confirmation. Payment is to be made to our bank account Nr. 111 081246, bank code: 15090 with the Oberbank AG, Südtirolerplatz, Hotel Schloss Mönchstein Docis GmbH und Co KG or to be placed with a credit card guarantee.

For international money transfers: IBAN: AT541509000111081246, SWIFT-Code: OBKLAT2L

3. Rebates

Rebates to the organiser for claims of any kind will not be accepted. This also applies to the withholding of payments due to the hotel resulting from these claims. The assignment of a claim to the hotel is excluded.

4. Decoration

The organiser is obliged to obtain permission from the hotel regarding planned installations and decorations for functions at the hotel. Function rooms must not be damaged and decoration has to correspond with the style of the hotel. Decoration material has to be fixed by professional staff and meet all special conditions concerning fire fighting facilities and fire safety. Decoration material, provided by the hotel, remains property of the hotel after the event.

All costs, arising from the setting up and dismantling of functions and events, will be charged to the organiser.

5. Number of participants

At the time of reconfirmation the organiser should confirm the exact number of participants. This number serves as a guideline for all preparations made by the hotel.

6. Court of jurisdiction

The court of jurisdiction is situated in Salzburg.



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7. Billing of beverages

If no other arrangements are made, all beverages and other consumption concerning the event will be billed to the the organiser's account.

8. Liability

If the purchaser is not the organiser, both parties will be liable as joint debtors to the hotel. For all damages caused by guests, employees or other authorized representatives of the organiser, the organiser will be held responsible. If necessary, the hotel may demand appropriate insurance from the organiser. The hotel is responsible for any damage or loss of belongings of the organiser but will not be liable for faults of third parties.

9. Cancellation of contract by the hotel

The hotel reserves the right to cancel the contract at any time without any reason, if

- a) the event endangers regular hotel business
- b) the reputation and security of the hotel are jeopardised
- c) a force majeure occurs.

In each instance the organiser is entitled to claim compensation.

10. Music

If the organiser plans music or other entertainment, he is obliged to inform the hotel well in advance of all details, so that the hotel can attend to all music rights and entertainment tax prior to the event. All applicable costs will be charged to the organiser's account.

11. Billing

Billing occurs on the day of the event upon check-out. The bill is to be settled straight away.

12. Reduction in the number of participants

A reduction in the number of participants can only be accepted up to 3 days prior to the event without charges. For all other cancellations at short notice a cancellation fee of 50% of the menu price per person will apply.

13. Self catering by the organiser

It is prohibited to bring any food or beverages into the hotel without prior permission from the hotel. The hotel reserves the right to charge an appropriate fee for all food and beverages brought in.

14. Valuables

Valuables and cash, brought along by the participants of the function, can be deposited up to a certain capacity in the hotel safe at the reception without any extra charge. Otherwise the hotel will not assume any liability.