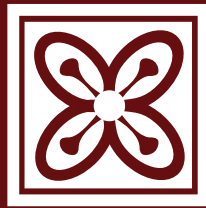


THE
African
REGENT



Simply 'Afropolitan'

CONFERENCE & MEETINGS





CONFERENCE PACKAGE

SPECIAL MEETING PACKAGES *with coffee breaks*

*Special Meeting packages are inclusive of venue for a minimum of 20 delegates, venue hire charges will apply if less.

Coffee Break Package 1 - \$25 / ₺100 per delegate

(Tea, coffee, hot chocolate and juice with 2 variety snacks)

Coffee Break Package 2 - \$27 / ₺108 per delegate

(Tea, coffee, hot chocolate and juice with 3 variety snacks)

Coffee Break Package 3 - \$30 / ₺120 per delegate

(Tea, coffee, hot chocolate and juice with 4 variety snacks)

HALF DAY CONFERENCE PACKAGES

*Conference packages are inclusive of venue for a minimum of 20 delegates, venue hire charges will apply if less.

EPA 1A MEETING PACKAGE

- Package per delegate per day at **\$42 / GH₺168**
- Use of meeting room for up to 5 hours
(extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 coloured markers
- Morning or Afternoon break
(Tea, Coffee, Hot Chocolate, Fruit juices with 2 variety snacks)
- Buffet lunch or dinner including water and 1 soft drink or fruit juice
- Complimentary Wi-Fi internet access codes for all delegates

EPA 1B MEETING PACKAGE

- Package per delegate per day at **\$45 / GH₺180**
- Use of meeting room for up to 5 hours
(extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 coloured markers
- Morning or Afternoon break
(Tea, Coffee, Hot Chocolate, Fruit juices with 3 variety snacks)
- Buffet lunch or dinner including water and 1 soft drink or fruit juice
- Complimentary Wi-Fi internet access codes for all delegates



FULL DAY CONFERENCE PACKAGES

EPA 2 MEETING PACKAGE

- Package per delegate per day at **\$47 / GH¢188**
- Use of meeting room for up to 9 hours
(extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 coloured markers
- Morning coffee break
(Tea, Coffee, Hot Chocolate, Fruit juices with 2 variety snacks)
- Buffet lunch or dinner including water and 1 soft drink or fruit juice
- Afternoon coffee break
(Tea, Coffee, Hot Chocolate, Fruit juices with 2 variety snacks)
- Complimentary Wi-Fi internet access codes for all delegates

AYA MEETING PACKAGE

- Package per delegate per day at **\$51 / GH ¢204**
- Use of meeting room for up to 9 hours
(extra hours available at fixed hourly rate)
- Meeting room set up with chairs and tables
- Stationery (notepad & pen), Mineral water and mints
- 1 Flipchart stand with sheets and 2 coloured markers
- Morning coffee break
(Tea, Coffee, Hot Chocolate, Fruit juices with 3 variety snacks)
- Buffet lunch or dinner including water and 1 soft drink or fruit juice
- Afternoon coffee break
(Tea, Coffee, Hot Chocolate, Fruit juices with 3 variety snacks)
- Complimentary Wi-Fi internet access codes for all delegates



ADDITIONAL FOOD / BEVERAGE REQUIREMENTS

- 1 additional snack - \$6 / GH¢24 per delegate
- Fruit salad / slices - \$14 / GH¢56 per delegate
- Welcome tea, coffee & hot chocolate with welcome cookies - \$14 / GH¢56 per delegate
- Buffet breakfast - GH¢85 Buffet Lunch package - GH¢115
Buffet Dinner package - GH¢120

For delegate numbers below 20, the following discounted venue hire charges will apply;

- Nhyiemu - \$410 / GH¢1640 per day
- Kpeehe - \$300 / GH¢1200 per day
- Asomka - \$150 / GH¢600 per day

VENUE HIRE ONLY CHARGES

- Nhyiemu (max 60 u-shape / 80 classroom or round tables & 150 theatre style) - \$1,000 / GH¢4000 per day
- Kpeehe (max 35 u-shape / 30 classroom & 80 theatre style) - \$750 / GH¢3200 per day
- Asomka (max 15 u-shape / 22 classroom & 40 theatre style) - \$500 / GH¢2000 per day

*Discounts available on venue hire charges depending on number of delegates and set up style.

EXTRA EQUIPMENT

- Data Projector (LCD) & screen - \$90 / ₵350 per day (charges apply for 20+)
- PA System with 2 cordless microphones - \$90 / ₵350 per day (charges apply for 20+)
- Extra Flipchart stand & sheets - \$50 / ₵200 per day
- Computer/Lap top & Printer - \$150 / \$100 per day
- TV & VCR / DVD - \$200 per day
- Telephone conference - \$50 / ₵200 per day
- Video Conference - \$200 p/hr (Min of 3 hrs) or \$600 p/day (4 hrs to 8 hrs)
- Pointer - \$12 / ₵48
- Interpretation equipments & booth - Price is subject to clients requirements and numbers

*Cedi rates are dependent on the rate of exchange at the time of booking or payment.

Email cbse@african-regent-hotel.com for your event bookings or for further inquiries CBSE hotlines : 0268-157090 / 0268-157093



CONFERENCE AND MEETING ROOM FACILITIES AND SIZES



ROOMS	Dimension (sq.ft.)	CLASSROOM	HOLLOW SQUARE	U SHAPE	THEATRE	RECEPTION (Cocktail)	BANQUET
Nhyiemu	31.4 x 49	100	50	60	170 - 200	150	120
Kpeehe	31.8 x 27.2	35	20	40	80	70	45
Asomka	24.7 x 14.9	20	18	17	40	15	16
Kpeehe (Upper Terrace)	50.7 x 18					150	120
Kpeehe (Lower Terrace)	62.4 x 37					250	170
Pool Terrace						350	250



Set - up styles



Indoor venues
(Meeting Rooms)



Outdoor venues



BUFFET

BUFFET MENU A (1)

Seafood Cocktail Salad
Green Salad with Apples
Vegetables & Herbs Couscous Salad
Sauce & Dips

*** **

Tandoori Chicken Mint Yoghurt dip & Chilli Relish
Beef Peppercorn Sauce
Savoury Rice, Braised Rice
Cajun Potato Wedges
Buttered Seasonal Vegetables
Freshly Baked Rolls

*** **

Fruit Salad
Lemon Tart

\$35 p/p

*Our hotel policy does not permit take away due to health & safety reasons.
Rates are inclusive of all taxes. The cedi rate is at the current rate of exchange
and may change subject to the hotel's rate of exchange at the time of
confirmation unless payment has been made.



BUFFET MENU A (2)

Fattoush Salad
Seafood Pasta Salad
Carrot and Cucumber
Sauce & Dip

*** **

Grilled Sword Fish in Cappers & Chive Sauce
Banku with Goat Okro & Garden Egg Soup
Steamed Rice
Chicken & Spinach Curry Sauce
Boiled Yam with Cabbage & Egg Stew

*** **

Fruit Salad
Chocolate Gateaux

\$37 p/p



BUFFET MENU B (1)

Seafood Cocktail
Curried Potato
Salad Ghanaian Salad

*** **

Ghana Crispy Fried Chicken
Hot Smoked Tuna Palava sauce & Boiled Plantain
Beef with Cracked Pepper Corn Sauce
Jollof Rice, Saffron Rice,
Spicy Fried Kelewele
Buttered Seasonal Vegetables
Black Pepper
Freshly Baked Rolls

*** **

Fresh Fruit Salad
Black Forest Gateaux
Cream Caramel

\$41 p/p



BUFFET MENU B (2)

Mixed Salad with Black Olives
Potato & Gherkin Salad
Tuna & Vegetables Pasta Salad
Tomato & Basil Salad
Sauce & Dips

*** **

Beef Curry Indian Style
Chicken in BBQ Sauce
Grilled Snapper with Capers & Herbs
Saffron Rice, Braised Rice
Garlic Potato Wedges
Cabbage & Green Beans
Hot Black Pepper
Freshly Baked Rolls

*** **

Fruit Salad
Apple Pie
Fruit Vanilla Gateaux

\$41 p/p



BUFFET C

Mixed Salad with Shallots & Garlic Dressing
Caesar Salad Parmesan Shavings
Seafood Platter Aioli Dip
Plum Tomato, Mozzarella with Black Olives
Arabic Rice Salad

*** **

Shredded beef Fillet Peppercorn Sauce
Spiced Fried Ghanaian Chicken Hot Pepper
Grilled Mahin White Wine & Shrimp Sauce
Banku with Grouper Fish Okro & Garden Egg Soup
Freshly Baked Rolls
Saffron Rice, Jollof Rice
Parsley Boiled potato
Panache of Vegetables
Hot Black Pepper

*** **

Fruit Salad
Crème Brulee
Baked Banana Cheese Cake

\$48 p/p



BUFFET MENU B (2)

Mixed Salad with Black Olives
Potato & Gherkin Salad
Tuna & Vegetables Pasta Salad
Tomato & Basil Salad
Sauce & Dips

*** **

Beef Curry Indian Style
Chicken in BBQ Sauce
Grilled Snapper with Capers & Herbs
Saffron Rice, Braised Rice
Garlic Potato Wedges
Cabbage & Green Beans
Hot Black Pepper
Freshly Baked Rolls

*** **

Fruit Salad
Apple Pie
Fruit Vanilla Gateaux

\$41 p/p



BUFFET C

Mixed Salad with Shallots & Garlic Dressing
Caesar Salad Parmesan Shavings
Seafood Platter Aioli Dip
Plum Tomato, Mozzarella with Black Olives
Arabic Rice Salad

*** **

Shredded beef Fillet Peppercorn Sauce
Spiced Fried Ghanaian Chicken Hot Pepper
Grilled Mahin White Wine & Shrimp Sauce
Banku with Grouper Fish Okro & Garden Egg Soup
Freshly Baked Rolls
Saffron Rice, Jollof Rice
Parsley Boiled potato
Panache of Vegetables
Hot Black Pepper

*** **

Fruit Salad
Crème Brulee
Baked Banana Cheese Cake

\$48 p/p



BUFFET MENU D

Smoked Salmon Horseradish Cream
African Regent Green Mixed Salad
French Beans, Tomato & Red Onion
Chicken Caesar Salad
Vegetables & Brie Cheese Tart
Sauces & Dips

*** **

Sweet & Sour Chicken with Egg Noodles
Lamb Curry with Spinach
Poached Seafood Champagne & Chive Butter Sauce
Banku, Freshly Grilled Tilapia
Jollof Rice, Braised Ric
Regent Fried Plantain
Buttered Carrots & Beans with Shallot
Hot Pepper Sauce
Freshly Baked Bread

*** **

Chocolate Tart, Berry Sauce
Fruit Salad
Warm Apple Pie Anglaise sauce
Vanilla Peach Gateaux

\$55 p/p



DRINKS

DRINKS ESTIMATE PACKAGE & DRINKS COST FOR BANQUETING EVENTS

No. of Drinks	Drink Varieties	Rate
4 drinks per person	Water, fresh juice or soft drink or beer or Guinness or wine	¢70 p/p
4 drinks per person	Water, fresh juice, soft drinks or beer or Guinness	¢50 p/p
3 drinks per person	Water, fresh juice or soft drinks or Guinness or beer or wine	¢50 p/p
3 drinks per person	Water, fresh juice, soft drinks or beer or Guinness	¢35 p/p
2 drinks per person	Water, fresh juice or soft drink or beer or Guinness or wine	¢40 p/p
2 drinks per person	Water, fresh juice, or soft drinks, Guinness or beer	¢20 p/p
	Corkage fee for Wine (per bottle)	¢40
	Corkage fee for Champagne and Spirits (per bottle)	¢60

VENUE HIRE CHARGES

Name of Venue	Capacity	Rate
Nhyiemu room	maximum 120 people – lunch or dinner maximum 150 - cocktail reception	¢4,500
Kpeehe room	maximum 40 people - lunch or dinner maximum 70 people - cocktail reception	¢3,500
Asomka room	maximum 18 people - lunch or dinner maximum 15 people - cocktail reception	¢2,500
Kpeehe Terrace	maximum 150 people - dinner maximum 250 people - cocktail reception	¢7,000
Poolside Terrace	maximum 250 people - dinner maximum 350 - cocktail reception	¢9,000

*Discounts available on venue hire charges depending on venue choice, set up style & number of guests.

DRINKS COST

TYPE OF DRINK		PRICE
Water (small)	Per bottle	¢7
(medium)		¢9
Coke / Sprite / Fanta orange & lemon / Pepsi / Mirinda orange / Soda water	Per bottle	¢8
Malta Guinness / Alvaro / Star & Club beer	Per bottle	¢13
Fruit Juices (Orange, Pineapple & Cocktail)	Per glass Per gallon	¢11 ¢165
Red bull	Per can	¢11
Perrier (large)	Per bottle	¢30
Perrier (small)	Per bottle	¢15
San Pellegrino (large)	Per bottle	¢30
House wine	Per glass Per bottle	¢25 ¢75
Other wines (alcoholic & non-alcoholic)	Per bottle	¢60-¢278
CHAMPAGNE		
Cartier Brut	Per bottle	¢337
Laurent Perrier Brut	Per bottle	¢229
Moet et Chandon Brut	Per bottle	¢577
Moet et Chandon Nectar	Per bottle	¢675
Moet et Chandon Rose	Per bottle	¢707
Dom Perignon	Per bottle	¢1910
SPARKLING WINE		
Freixenet Cordon Negro Brut	Per bottle	¢110
Prosecco Papparazi (black label)	Per bottle	¢157
Zonin Asti (sweet sparkling) Italy	Per bottle	¢125
Rooibert Sparkling Blue (South Africa)	Per bottle	¢94
Freixenet Cordon Negro Blue	Per bottle	¢110
Penasol Brut – Spain	Per bottle	¢60
Prongracz	Per bottle	¢62
NON ALCOHOLIC WINE		
		¢61
Rooiberg Sparkling Doux (South Africa)		¢62
Chamdon white		¢62
Chamdon red		

*Rates are inclusive of all taxes

Contact Email: cbse@african-regent-hotel.com
0268-157090 - Irene (CBSE Manager)

THE
African
R E G E N T



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