

HOTEL COZZI Zhongxiao Taipei Meeting Package

Half-Day Meeting

A: **NT\$1,200** +10%/person

B: **NT\$1,400** +10%/person

Package include : 1 Coffee Break



Full-Day Meeting

NT\$2,500 +10%/person

Package include : 1 Lunch & 2 Coffee Break



Remark

1. A minimum of 10 people (inclusive) is required.
2. Full-day meeting packages include lunch on both weekdays and weekends. Menu items are based on the monthly selection and do not include seasonal specials.
3. For half-day meetings, lunch may be added at the time of booking with a 20% discount (service charge applies). Lunch service is subject to availability at THE Lounge and is not offered on weekends, national holidays, or consecutive holidays.
4. Refreshment items vary by season. All guests are required to select the same refreshment set; partial selections are not available.
5. As all meals are specially prepared, please complete the prepayment and final confirmation of the number of guests at least five working days in advance.
6. Refreshments at THE Lounge are available at NT\$260+10% per person.
7. If the venue is used for more than 30 minutes but less than 1 hour, it will be charged as 1 hour. If the venue is arranged 30 minutes in advance, it will also be charged as 1 hour.
8. Bringing food or drinks from outside will incur a cleaning fee of NT\$300 per person.
9. Special parking offer: One car NT\$30 per hour. It cannot be reserved in advance.
10. AMAZING CLUB members are not eligible for any discounts or point accumulation.
11. Please note that the package content is subject to adjustment without prior notice.



Meeting venue rental list

Meeting Room	Space (Sq. m)	Capacity (The number of people)	Fee		
			4hrs	8hrs	Exceed the Designated Time (Slot/hr)
Meeting Room	10	16-24	NT\$6,000	NT\$12,000	NT\$1,500
The Lounge whole area (Without outdoor area)	60	70	NT\$40,000	—	NT\$12,000
The Lounge outdoor area	15	16	NT\$10,000	—	NT\$2,500

*All prices are subject to a 10% service charge.

Equipment charge details

Items	Fee	Items	Fee
Laptop	NT\$2,500	Audio Equipment (2 microphones and 1 speaker are included)	NT\$3,500
Short Throw Projector	NT\$3,500	Print in Black and White	NT\$10/piece
Lift Up Projection Screen	NT\$1,500	Print in Black and Colors	NT\$30/piece

Refreshments

Items	Fee
Option A	NT\$400+10%/person
Option B	NT\$600+10%/person

Remark

1. Staying guests can enjoy a 20% discount on meeting equipment rental. Meeting rooms can be rented on an hourly basis at NT\$1,500+10% per hour.
2. Complimentary amenities include: paper, pens, drink water, whiteboard/markers, directional poster, internet, extension cards and extension cord.
3. THE Lounge will take orders according to the sales status on weekdays.
4. The refreshments menu changes seasonally. A minimum of 10 people (inclusive) is required. Meals are an additional item. Please pay the deposit and confirm the number of meals required 5 working days in advance. All customers have to choose the same package.
5. Refreshments at THE Lounge are available at NT\$260+10% per person.
6. The venue is used for more than 30minutes but less than 1 hour, it will be calculated as 1 hour:
if the venue is arranged 30 minutes in advance, it will be calculated as 1 hour.
7. Bringing food or drinks from outside will incur a cleaning fee of NT\$300 per person.
8. There is extra charge if the furniture in THE Lounge is needed to be moved.
9. Enjoy hotel parking offer : One car NT\$30 per hour. It cannot be reserved in advanced.
10. AMAZING CLUB members are not eligible to get any other discounts earning points.
11. Please note that the package content is subject to adjustment without prior notice.

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