

## The Seminar Centre of the SRH

**“The perfect venue for your event”** is more than a claim to us. This is our commitment to you.

Every customer receives the custom-tailored amount of equipment and service package for his individual event up to 200 participants. Making it a smooth-running success.

Besides the letting of our Seminar rooms we offer all kinds of services around your event:

- Allocation of the media desired
- Conference packages and catering
- Organisational support up to complete service
- Service centre: Copies, transparencies, telephone, fax, e-mail, Internet etc.
- Organisation of incentives and social programs
- Organisation of exhibitions and small fairs
- Letting and arrangement of hotel rooms



## Seminar rooms

In our air-conditioned multifunctional seminar and conference rooms you find everything you need for your successful event from 5 to 200 attendees.

The Seminar Centre's rooms are equipped for maximum flexibility to meet your requirements individually. Movable walls allow of changing the size of the rooms. In our networked PC studios we dispose of 50 workstations. In addition to existing standard software, software of customer's own can be installed.

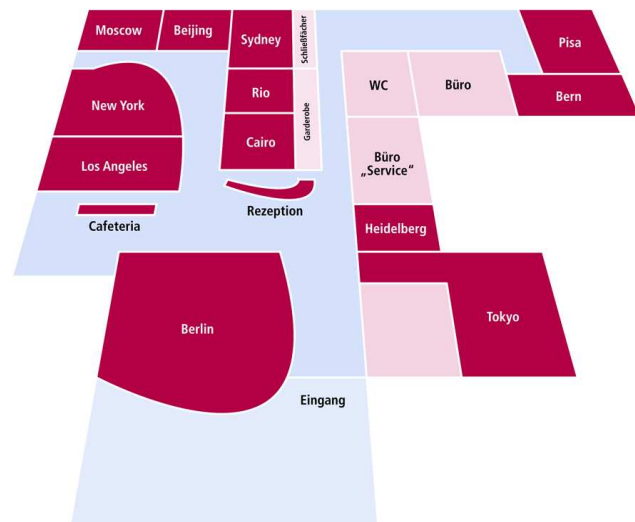
An extra convention office can be rented. Everything is possible.












## Room plan

All rooms are fully equipped with state-of-the-art audio-visual presentation technology.

Please book the equipment to your requirements. Laptop computers can be connected to existing media technology



## Seating plan

Bestuhlungsplan	Fläche	Raumhöhe	U-Form gefüllt	U-Form	Karree	Block	Kino	Gruppen	Bankett	Stuhlkreis	Parlament
											
Los Angeles	73 qm	3,00	24	20	24	20	64	6 x 8	64	20	24
New York	101 qm	3,00	34	26	32	24	72	7 x 8	72	26	40
Großraum USA	174 qm	3,00	-	32	50	40	195	10 x 8	150	40	64
Beijing	45 qm	2,45	-	14	16	14	30	4 x 8	26	12	18
Moscow	44 qm	2,45	-	14	16	14	30	4 x 8	26	12	18
Großraum Asien	89 qm	2,45	28	22	24	20	60	7 x 8	56	20	36
Rio (PC-Studio)	51 qm	2,45	-	-	-	-	-	-	-	-	15
Cairo (PC-Studio)	53 qm	2,45	-	-	-	-	-	-	-	-	15
Großraum PC-World	104 qm	2,45	-	-	-	-	-	-	-	-	30
Tokyo	90 qm	3,70	30	22	24	22	64	4 x 8	48	24	32
Sydney	62 qm	2,45	26	20	22	20	45	6 x 6	32	16	24
Bern	42 qm	2,75	-	18	20	24	30	4 x 8	-	20	20
Heidelberg	39 qm	2,45	-	12	14	14	20	3 x 8	16	10	12
Pisa	29 qm	2,75	-	11	12	12	25	2 x 6	-	15	16
Hörsaal Berlin	141 qm	4,00	Hörsaalbestuhlung mit großer klappbarer Schreibvorlage für 111								

## Large rooms

Single seminar rooms can be joined to large rooms at increased requirement of space.

In our networked PC studios we dispose of 50 workstations. In addition to existing standard software, software of customer's own can be installed.

An extra convention office can be rented.



## Standard equipment

Each of our Seminar rooms has the following standard equipment:

### Seminar rooms:

- Flipchart, marker, paper
- PC for the Presenter, with CD drive, USB port and internet access
- Projection screen
- Overhead projector.



### PC studios:

- Flipchart, marker, paper
- Overhead projector
- Projection screen
- PC for Presenter, with CD drive, USB port and internet access
- printer with paper



### Auditorium Berlin

- Flipchart, marker, paper
- 1 PC for the Presenter with CD drive, USB port and internet access
- Projection screen
- Overhead projector
- Beamer
- Microphone system
- Lectern



## Room Heidelberg

- Whiteboard
- Flipchart, marker, paper



## Optional equipment

The following equipment and media can be ordered optionally:

- Beamer
- DVD/ Video cassette player for projection of films and DVDs
- Slide projector, incl. remote control
- Projection table, movable and vertically adjustable
- Printer
- Additional Flipchart with markers and paper
- Laser pointer
- Additional presentation screen
- MC/CD player, portable
- Kit cases for Pin Boards
- Pin Boards
- Microphone system
- Handheld microphones
- Music media container, incl. loudspeaker system
- PC workstation
- Movable Lectern
- TV/ Video system, incl. trolley
- Video camera with tripod and video cassette
- Presenter



## Conference services

- ISDN and DSL access
- Telephone with outside line
- IT and software servicing
- Provide Personnel
- Photocopy DIN A4 (b/w and colour) and DIN A3 (b/w)
- Printout from data storage media to A4 (b/w and colour)
- Copy on transparency (A4)
- Fax use (transmission and reception)
- Name badge with clip
- Table signposts
- Flagpole
- Mobile coat rack with 20 coat hanger



## Conference packages

We will be happy to bundle individual conference packages for you. Please contact us at [info@seminarzentrum.srh.de](mailto:info@seminarzentrum.srh.de).

## Catering

You can choose between a variety of catering alternatives. We offer for instance coffee-breaks with pretzels in the morning, a light snack or menu with the lunch break, a coffee-break with cakes in the afternoon and, in the evening, dinner served buffet-style or menus consisting of multiple courses.

Every time, our guests have different dishes to choose from.

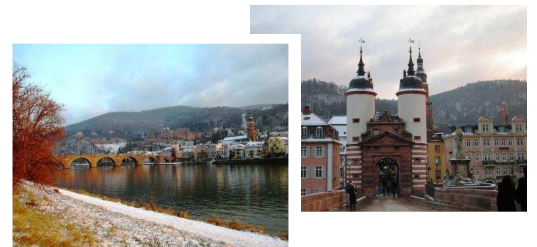
If you wish to adapt your catering to a special event theme or claim, we are delighted to arrange it accordingly and make you a proposal. Please just contact us at [info@seminarzentrum.srh.de](mailto:info@seminarzentrum.srh.de).



## Social program

If you are ready for more, we can offer:

- Guided tours in Heidelberg
- Reservations for restaurants and pubs in the old town
- Information about current events in Heidelberg and its surroundings
- Bicycle renting
- And much more... just ask us



## Your way to us

Our address is

*Seminarzentrum der SRH*

*Bonhoefferstraße 12  
69123 Heidelberg*

You will find more information like way descriptions and detailed maps following the links on the right side (downloads).

Please note that German traffic regulations (STVO) apply on the whole SRH campus.

We wish you a pleasant trip.

### **Are you planning an event? Are you looking for the perfect venue?**

Then we are sure we have the solution for you:

You will not only find rooms. With us, you will get state-of-the-art amenities, capable and effective event support, outstanding working atmosphere, comfortable accommodation and choice catering.

Here in the Perfect Venue for Your Event.

Please contact us for further information, question or for fixing a personal appointment. We are happy to invite you to a visit of our Seminar Centre and make you an individualised, free offer.

Contact:

Telephone +49 (0)62 21 88-1188  
E-Mail: [info@seminarzentrum.srh.de](mailto:info@seminarzentrum.srh.de)

