



Our packages for your conference (starting from 6 persons)

Conference package

- conference room including 1 beamer, 1 screen, 1 flipchart and 1 pin board
- coffee break during the morning with coffee, tea, biscuits, fruits and yogurt
- 2 – course choice lunch menu or lunch buffet
- 1 water 0.25l or soft drink 0.2l included with the lunch
- coffee break in the afternoon with coffee, tea, fruits and cake
- 2 conference drinks (water 0.25l, soft drink 0.2l)

per person € 65.00

Conference Full board-package

- conference room including 1 beamer, 1 screen, 1 flipchart and 1 pin board
- coffee break during the morning with coffee, tea, biscuits, fruits and yogurt
- 2 – course choice lunch menu or lunch buffet
- 1 water 0.25l or soft drink 0.2l included with the lunch
- coffee break in the afternoon with coffee, tea, fruits and cake
- 2 conference drinks (water 0.25l, soft drink 0.2l)
- 2 – course choice dinner menu or dinner buffet

per person € 90.00

Overnight rates for our conference guests

(apply in conjunction with a booking of the above-mentioned packages)

We offer you and your guests a total of 52 comfortably furnished rooms, divided into 49 single and double rooms, a junior suite with a roof terrace and two spacious suites with a balcony and corner bathtub.

Singleroom incl. breakfast

€ 95,00

Doubleroom incl. breakfast

€ 130,00 (2 Persons)

Junior Suite incl. breakfast

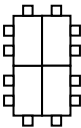
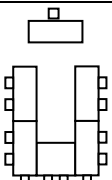
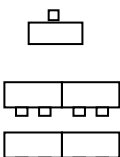
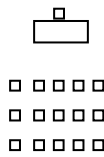
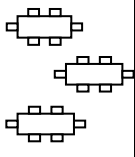
€ 163,00 (single use)

Suite incl. breakfast

€ 183,00 (single use)

All prices are per room. We offer free Wi-Fi and 120 free parking spaces.

Conference and banqueting rooms at Waldhotel Nachtigall

rooms	qm	board- room style	u-shape	classroom style	theatre style	banquet style	room- charge per day
							
Alme	57	22	18	24	40	30	82 €
Lippe	71	26	22	30	50	40	102 €
Alme & Lippe	130	38	36	48	88	72	184 €
Pader	68	26	20	24	45	50	87 €
Teutoburg	80	24	18	16	36	24	60 €
Amsel	27	16	10	8	20	16	36 €
Drossel	37	16	16	12	24	16	49 €
Festsaal I (front part)	170	60	38	92	126	140	270 €
Festsaal II (whole banquet room)	270	80	62	170	240	260	405 €
Festsaal III (banquet room + Alme & Lippe)	400				400	330	600 €

Pure rentals of the premises without a fixed conference- package or a guaranteed consumption of at least € 20.00 per person are only possible in individual cases and only in consultation.

The specified room allocation costs are for additional breakout rooms and per day and room. The desired conference technology is calculated according to our conference technology price list.

The individual room charge does not apply by booking one of our conference packages with a minimum number of 6 participants.



★ ★ ★ ★
WALDHOTEL
Nachtigall
RESTAURANT

Technical equipment

Screen	€ 10.-- / Day
Overhead projector (including 1 screen)	€ 10.-- / Day
Pin board	€ 5.-- / apiece
Flipchart	€ 5.-- / apiece
Beamer (including 1 screen)	€ 40.-- / apiece
Speakers (for Beamer, Laptop)	€ 20.-- / apiece
Presenters case	€ 10.-- / apiece
Wireless hand microphone / tie clip microphone	€ 55.-- / apiece
Lectern	free of charge
Telephone and Fax	free of charge
Copy DIN-A4	free of charge
Copy DIN-A4 colour	free of charge
Presenters cards	€ 4.00 / 100 pieces

Additional conference technology can be rented as external technology and will be settled on the final invoice.



Enquiry Form

For your function or banquet we kindly ask you for the following information:

Address

Company/Organizer: _____

Contact person: _____

Street: _____

Postcode/Town: _____

Telephone: _____ Fax: _____

E-Mail: _____

Event

Event from: _____ until: _____

Type of Event: _____

Participants: _____

Rooms from: _____ until: _____

Number of rooms: single room: _____ double room: _____

Conference / function room

Participants per room: _____

occupied from _____ time: _____

occupied until _____ time: _____

Set up style: ☐ boardroom ☐ theatre ☐ class room
☐ u-shape ☐ banquet ☐ chair circle

Special requirements: _____

Break Out rooms

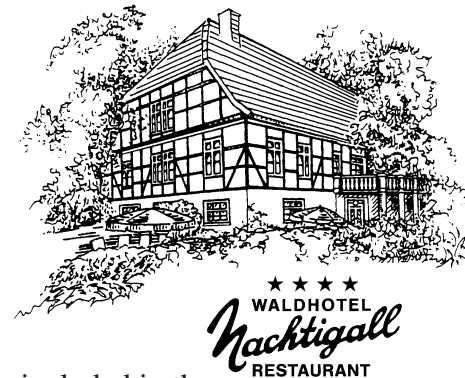
Quantity: _____ Participants per room: _____

occupied from _____ time: _____

occupied until _____ time: _____

Set up style: ☐ boardroom ☐ theatre ☐ class room
☐ u-shape ☐ banquet ☐ chair circle

Special requirements: _____



Technical equipment

As standard 1 projector, 1 screen, 1 flipchart and 1 pin board per day are included in the conference packages. For further technology, please cross the box:

- | | | | |
|---------------------|--|--|------------------|
| In conference room: | <input type="checkbox"/> Beamer (including 1 screen) | € 40.-- / apiece | |
| | <input type="checkbox"/> Screen | <input type="checkbox"/> Presenters case | € 10.-- / apiece |
| | <input type="checkbox"/> Pin board | <input type="checkbox"/> Flipchart | € 5.-- / apiece |
| | <input type="checkbox"/> Overhead projector (including 1 screen) | € 10.-- / apiece | |
| In breakout rooms: | <input type="checkbox"/> Beamer (including 1 screen) | € 40.-- / apiece | |
| | <input type="checkbox"/> Screen | <input type="checkbox"/> Presenters case | € 10.-- / apiece |
| | <input type="checkbox"/> Pin board | <input type="checkbox"/> Flipchart | € 5.-- / apiece |
| | <input type="checkbox"/> Overhead projector (including 1 screen) | € 10.-- / apiece | |

Special requirements: _____

Conference drinks ☐ Yes ☐ No

- | | |
|--|---------------------|
| <input type="checkbox"/> mineral water 0,25l | € 3.00 / apiece |
| <input type="checkbox"/> soft drinks 0,2l | € 3.00 / apiece |
| <input type="checkbox"/> mineral water 0,75l | € 6.90 / apiece |
| <input type="checkbox"/> apple jus 1l | € 16.00 / apiece |
| <input type="checkbox"/> unlimited conference drinks | € 8.00 / per person |
| <input type="checkbox"/> coffee / tea (à 8 cups) | € 17.40 / apiece |
| <input type="checkbox"/> Coffee / tea to the beginning | € 6.00 / per person |
| <input type="checkbox"/> unlimited coffee / tea
(coffee specialties excluded) | € 6.50 / per person |

- Please have the conference drinks ready: ☐ In the conference room on the tables
☐ In the conference room on an extra table
☐ In front of the conference room

Special requirements: _____

Please send back to:

Waldhotel Nachtigall GmbH & Co.KG
Hatzfelderstraße 45
33104 Paderborn

Tel. 05254/80535-0
Fax 05254/80535-144
E-Mail: rezeption@waldhotel-nachtigall.de
Internet: waldhotel-nachtigall.de



Coffee breaks

Coffee break during the morning with coffee, tea, biscuits, fruits and yogurt

☐ Yes

☐ No

Coffee break in the afternoon with coffee, tea, fruits and cake

☐ Yes

☐ No

Please prepare the coffee breaks

☐ In front of the conference room

☐ In the conference room on an extra table

Special requirements: _____

Billing

	Single payer	total bill
Conference package	<input type="checkbox"/>	<input type="checkbox"/>
Accommodation	<input type="checkbox"/>	<input type="checkbox"/>
Breakfast	<input type="checkbox"/>	<input type="checkbox"/>
Drinks to the meals	<input type="checkbox"/>	<input type="checkbox"/>
Drinks outside of the meals	<input type="checkbox"/>	<input type="checkbox"/>
Conference drinks	<input type="checkbox"/>	<input type="checkbox"/>
Coffee breaks	<input type="checkbox"/>	<input type="checkbox"/>
Individual room charge	<input type="checkbox"/>	<input type="checkbox"/>
Technical equipment	<input type="checkbox"/>	<input type="checkbox"/>
Extras (telephone, Minibar)	<input type="checkbox"/>	<input type="checkbox"/>

Bill address

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Conference / Function schedule

Contact person at location: _____

1. Day Date: _____

Time

_____ conference start

_____ coffee break

_____ lunch

_____ coffee break

_____ conference end

_____ dinner

2. Day Date: _____

Time

_____ conference start

_____ coffee break

_____ lunch

_____ coffee break

_____ conference end

_____ dinner

3. Day Date: _____

Time

_____ conference start

_____ coffee break

_____ lunch

_____ coffee break

_____ conference end

_____ dinner

4. Day Date: _____

Time

_____ conference start

_____ coffee break

_____ lunch

_____ coffee break

_____ conference end

_____ dinner

3. Day Date: _____

Time

_____ conference start

_____ coffee break

_____ lunch

_____ coffee break

_____ conference end

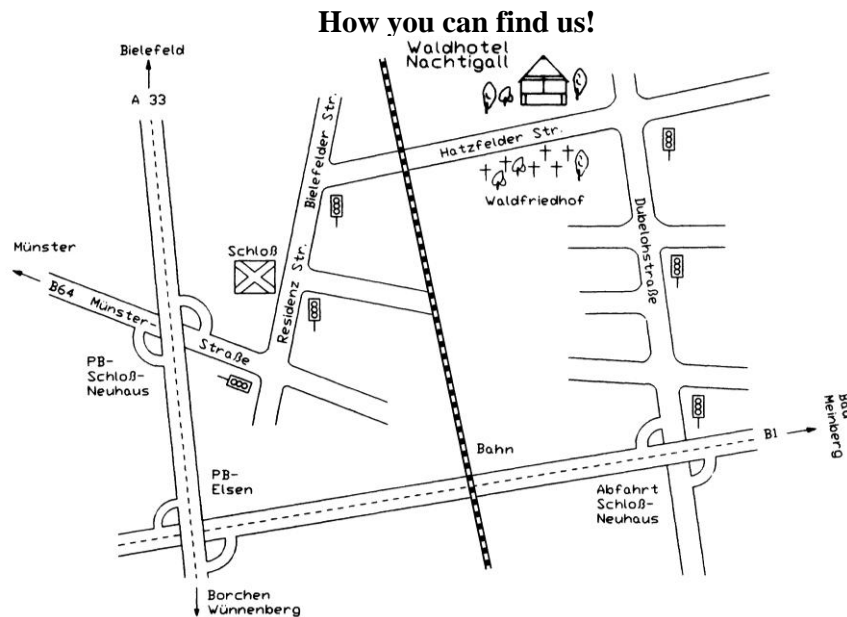
_____ dinner

Special requirements: _____

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*Bahnhof Paderborn-Schloß Neuhaus 150 m vom Hotel entfernt.
Bushaltestelle 50 m vom Hotel entfernt.*

From direction Ruhrgebiet / Netherlands

From Dortmund about the A44 in the direction Kassel up to the interchange Wünnenberg-Haaren, further about the A33 up to junction Schloss Neuhaus.

From northern direction

From Bremen, Münster A1 to interchange Dortmund / Unna, then further like the description direction Ruhrgebiet.

From Hamburg, Hannover A2 up to interchange Bielefeld, further on the A33 to the direction Paderborn up to junction Schloss Neuhaus.

From direction Berlin / Magdeburg

The A2 direction Hannover up to interchange Bielefeld, further on the A33 direction Paderborn up to junction Schloss Neuhaus.

From direction Dresden/Chemnitz

A4 direction Frankfurt, at the Kirchheimer interchange further on the A7 to the direction Kassel, at the interchange Kassel on the A44 to the direction of Dortmund up to interchange Wünnenberg-Haaren, further on the A33 to the direction Paderborn up to junction Schloss Neuhaus.

A 33, junction Schloss Neuhaus

Münsterstraße, at the third traffic lights turn left into Residenzstraße, carry on straight to the town centre. Turn right into Hatzfelder Straße. There you will find the Waldhotel Nachtigall Hatzfelder Straße 45 (approx. 1.5 km away from the motorway junction)

Airport

From the Airport Paderborn-Lippstadt approx. 20 km. Bus connections to the central train station Paderborn are available.

Train station

Train station Paderborn-Schloß Neuhaus approx. 150 m to hotel.

Public transport

Starting from Paderborn central train station with the bus number 5 up to bus stop Dubelohstraße. Bus stops approx. 50 m from hotel away.

Parking: 120 parking spaces on-site – free of charge