

MEETINGS & EVENTS

BANQUET SET-UP

THE ESSENTIAL MEETING PACKAGE

Hilton Shanghai Hongqiao has a team of conference and catering specialists who are dedicated to meeting your requirements.

MID-MORNING AND / OR AFTERNOON COFFEE BREAK

Freshly brewed coffee and tea with a selection of three themed refreshment items

ROOM SET-UP

Choice of Classroom, Theatre, Banquet, Boardroom, Reception, U-shaped

MEETING AMENITIES

Notepaper, pencils, bottled water and mints

EXECUTIVE LUNCHEON

Selection of Western buffet menu or Chinese set menu

OFF-SITE CATERING

Hilton Shanghai Hongqiao offers catering services for a wide range of memorable venues, including Shanghai Hongqiao

Airport and Shanghai Confucian Temple. Whatever your chosen location, we will deliver outstanding services to ensure the success of your event.

EVENT BONUS

Event Bonus offers HHonors Points & Miles® as an incentive for planners who are making bookings for events, meetings or group businesses. This is an additional way for HHonors members to earn Points & Miles beyond traditional hotel stays, and the two earning options are:

Option 1

1 HHonors bonus point & 1 airline mile per USD 1 spent on eligible charges*

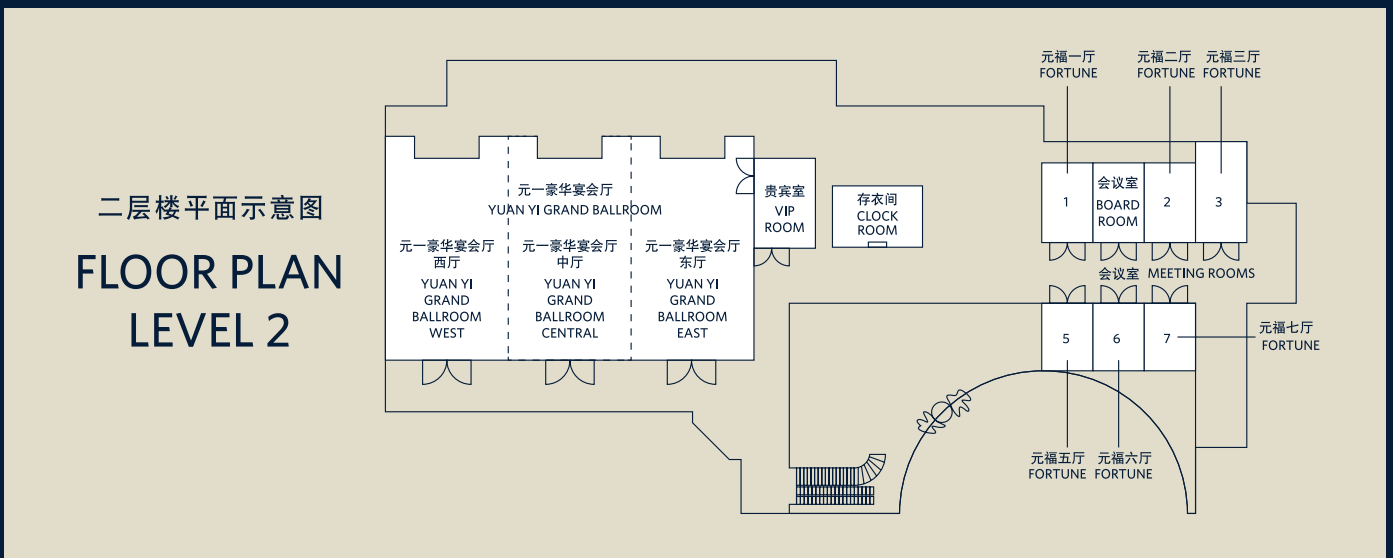
Option 2

1.5 HHonors bonus points per USD1 spent on eligible charges*

For more details, please visit

http://hhonors1.hilton.com/en_US/hh/about/meetings.do

*Maximum accrual of 100,000 HHonors points and 100,000 airline miles per event



THE FOLLOWING VENUES ARE AVAILABLE TO SUIT VARIOUS AGENDAS AND GROUP SIZES

CONFERENCE, EVENT AND MEETING LAYOUT

Complement your meeting by selecting just the right venue for your agenda and group size. Browse through our offerings, then contact us to reserve the room that best meets your needs.

CAPACITIES & DIMENSIONS

	CLASSROOM	THEATRE	BANQUET	BOARDROOM	ROUND TABLE	U-SHAPED	DIMENSIONS (L X W X H) M	AREA SQ.M
2nd Floor Ballroom								
Yuan Yi Grand Ballroom	726	1,260	1000	210	1,300	180	31.6x54x6.7	1,706
Yuan Yi Grand Ballroom East	242	420	330	100	430	85	31.6x18x6.7	569
Yuan Yi Grand Ballroom Central	242	420	340	100	440	85	31.6x18x6.7	569
Yuan Yi Grand Ballroom West	242	420	330	100	430	85	31.6x18x6.7	569
Yuan Yi Grand Ballroom Central & West	484	840	680	150	870	120	31.6x36x6.7	1,138
Yuan Yi Grand Ballroom Central & East	484	840	680	150	870	120	31.6x36x6.7	1,138
2nd Floor Meeting Rooms								
Fortune 1	45	80	40	20	40	18	11.8x7.5x3.5	89
Boardroom	N/A	N/A	N/A	20	N/A	N/A	11.8x7.5x3.5	89
Fortune 2	45	80	40	20	40	18	11.8x7.5x3.5	89
Fortune 3	63	100	50	28	50	22	14.4x7.5x3.5	108
Fortune 5	36	60	30	16	40	15	9x7.5x3.5	68
Fortune 6	36	60	30	16	40	15	9x7.5x3.5	68
Fortune 7	36	60	30	16	30	15	9x7.5x3.5	68
Fortune 5 & 6 & 7	108	180	120	45	120	42	9x22.5x3.5	203
Fortune 5 & 6	72	120	60	32	80	30	15x9x3.5	135
Fortune 6 & 7	72	120	60	32	80	30	15x9x3.5	135
VIP Room 1	30	45	20	24	30	22	5.8x7.8x3.5	45

EVENT & MEETING ROOM FLOOR PLANS



Classroom



Theatre



Banquet



Boardroom



Round Table



U-shaped