



Odoo
Ms Laura Zerbini
Avenue Edmond Van Nieuwenhuyse 6
3rd Floor
Brussels
B-1160
BE

Phone: +32 2 290 3490
E-Mail: lze@odoo.com

Friday, 25 May 2018

Your event: 03.07.2018 - 03.07.2018

Reference number: 4510911

Dear Ms Zerbini,

Thank you for your request. Experience Meetings at Radisson Blu makes the ordinary extraordinary – with 100% satisfaction guaranteed. Learn more about Experience Meetings & Events [here](#)

How we stand out:

- “One Touch App” - feature your event details exclusively on our event app with secured access for your delegates: easy access via app and web link
- Enjoy high quality standards - contemporary technology and unique “Yes I Can!” service philosophy
- Iconic, Modern building with 247 Contemporary and stylish bedrooms and suites
- First Level of the Hotel is our dedicated meetings and events floor, with 1,200 square meters of event space and 15 meeting rooms each with natural daylight, air conditioning and the latest AV equipment
- Convenient location in the heart of Glasgow’s City Centre - walking distance from the train stations and only 20 minutes from Glasgow Airport

At present we do have availability on your requested date and have created a proposal for you below, if you have any questions regarding this please do not hesitate to get in touch. Alternatively if you are happy with the below, please sign and return the proposal which will form your contract and confirm your event with us.

We look forward to the opportunity to plan your event and welcoming you as our guests. For more information about us please visit our website [here](#) and for location map and directions [here](#)

Best regards

Christopher Wallace
Meetings & Events CoOrdinator
T: 0141 204 3333 D: 0141 225 2067
E: christopher.wallace@radissonblu.com

Radisson Blu Glasgow
301 Argyle Street, Glasgow, G2 8DL
T: 0141 204 3333 F: 0141 204 3344 E: info.glasgow@radissonblu.com

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Full Registered Company Name: Azure Hotel (Glasgow) Ltd, 1 Duke’s Mews, London, W1J 3ET
T/a Radisson Blu Glasgow
Company Registration Number: 7798469 / VAT Number: 138 4540 10

EVENT OVERVIEW

Date: Tuesday / 03.07.18

Event	Time	Space	Att. Details	Price
Arrival Coffee	18:00-18:30	Finnieston Lounge Coffee Break	70 Tea, Coffee & Pastries 70 At £3.95 per person	276.50
Meeting	18:30-20:00	Finnieston Room Theatre Style	70 Flipchart Ideas Wall AV Unit = Projector, Screen, PA system, Lectern, Lectern Mic, 1 x Handheld Mic 1 x hardwire internet Pads, Pens, Mineral Water & Sweeties Wifi	500.00
Reception Drinks & Nibbles	20:00-21:00	Finnieston Lounge Reception Drinks	70 Your Reception Drinks: Jugs of Iced Water Bottles of Soft Drinks, from At 3.25 Per Btl. (charged on consumption) Terre Forti Trebbiano Chardonay, Italy At 21.00 Per Btl. (charged on consumption) El Colectivo Shiraz Malbec, Argentina At 23.00 Per Btl. (charged on consumption) Selection of Bottled Beers, from At 4.50 Per Btl. (charged on consumption) Canapes 70 At 11.00 Per Person	770.00

For information on floor plans and capacities [here](#)

Our Radisson Blu “Experience Meetings” Room Hire Package includes the below:

- Room rental
- Free Wireless High-speed Internet
- Projector and screen
- Flipchart
- Delegate stationery & Radisson Blu stationery box

ESTIMATED COST OVERVIEW

Cost	Amount
Bedrooms Cost	£ 0.00
Meetings & Events Cost	£ 1,546.50
Estimated Total Cost	£ 1,546.50

The estimated cost is in GBP above and includes VAT and applicable charges.

CAR PARKING

Car parking is available across the road from the hotel at – NCP Oswald Street, G1 4PA. Discounted rate of £15.00 per 24 hours.

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RADISSON REWARDS FOR PLANNERS

Earn Radisson Reward points on your booking and enjoy valuable redemption options such as free Award Nights, and more. Enter your number here: Not a member? Click [here](#).

DEPOSIT AND PAYMENT

If in the event that credit facilities are not in place, please see our general terms and conditions for payment and deposit terms below.

COMMISSION

We grant the following commission rates:

10% commission on the room rate, pre-booked food & drink services and excluding VAT

Please note, we do not pay any commission on late cancellation, no shows and external audio visual equipment.

ACCEPTANCE AND SIGNATURE

Click [here](#) for general terms and conditions and please note the cancellation policies for your event.

I have received, read and I agree with the above contract proposal, the hotel's general terms and conditions and cancellation policies.

Client/Contact

Hotel/Contact

Date/Signature

Date/Signature

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