

Holiday Inn Berlin City-West
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PARKING:

The hotel offers 80 parking spaces in our garage and 20 outdoor parking spaces. The parking fee is € 20,00 Monday to Thursday, € 15,00 from Friday to Sunday per 24 hours or € 2,20 per hour. Please note that we cannot reserve parking spaces in advance.

INTERNET:

The entire hotel is covered by high speed wireless and broadband internet access. The access is free of charge for you and your guests.

SERVICE STAFF COSTS

In the above mentioned prices like room rental or food and beverage costs the fee for meeting support by our trained and attentive staff is included. Later than 1 a.m. we charge a service fee of € 31,00 per hour and service staff.

SET UP AND SET DOWN FEE

If you need the meeting room one or more days before and/or after the event for set up / set down we charge 50% of the provided room rental. If you need our support between 8 p.m. and 6 a.m. effort fees are possible.

UNEXPECTED SET UP CHANGES

We prepare the room as ordered. If the set up has to be changed last-minute and unexpected on site, we charge a service fee of € 100,00 per hour.

FOODS AND DRINKS

Unfortunately, it is not allowed to bring some food and drinks in the hotel without any agreements. For any catering organization we are happy to help you.

EXHIBITION

We offer the meeting room „Atrium“ (704 sqm) for your exhibition. Please let us know if you need a smaller conference room. Additionally to the “Atrium”, the space in the Foyer can be used. Please be informed that the Foyer is not bookable without booking the meeting room “Ballroom” or “Atrium”. You will find the price for the exhibition space in our personal offer. Kindly note that the legal measurements for the evacuation route are 1,50 m.

NON-SMOKER POLICY

Kindly note that Holiday Inn Berlin City – West is a non-smoker hotel.



GARBAGE DISPOSAL

Business travelers and conference attendees not only demand the accommodation to be of high standard. They expect hotels to be ecologically sustainable and futuristic. Because of our quality seal „Certified Green Hotel“, our guests can be convinced that our hotels are prepared for the future.

The association of German travel management (VDR) developed an exam catalog with more than 65 criteria in the category energy, water, garbage, food & beverage, mobility, social responsibility (CSR) and information & responsible action.

We managed to fulfill these criteria and are proud to be „Certified Green Hotel“.

If garbage disposal is necessary (e.g. packaging material) we charge € 77,00 per container (1,1 m³).

FOR YOUR SAFETY

Please keep the general requirements for the safety of guests and objects in mind. Noncompliance is against the law and will be followed with recourse.

- For damage of Hotel belongings because of careless treatment we charge the repair cost to the event organizer.
- Please follow the instructions of the venue regulations, which we allocate on request.
- You are not allowed to leave cars or objects on escape routes or routes for fire brigade.
- Do not block fire doors or emergency exits and do not cover emergency signs.
- Decoration, materials and exhibition booth are not allowed to be made out of easily inflammable substances.
- Pinched off battery for exhibition vehicles is a must. Maximum petrol in the tank is 3 liter, the rest has to be azotic. Vehicles have to be hand-pushed in closed rooms. Generally a chairmat has to lay underneath the oilsump of a motorcycle.