



If you want to be heard, say it in Brussels.
To be heard in Brussels, say it at the Press Club.

Event Facilities and Rates:

WHY THE PRESS CLUB?

Organise your event right at the heart of the European quarter - next to the Council of Europe and close to the Berlaymont and the European Parliament. This proximity means that the people you wish to reach are within walking distance.

Our unique database ensures that your event is promoted to the people that matter most to you within the European Quarter and beyond.

Our flexible infrastructure is at your disposal - whether for a private briefing of selected journalists, your annual board meeting with teleconference facilities, small group training or seminars, exhibition or full fledge press conference with networking reception afterwards.

Contact us to discover how we can help in promoting and organising your event.

CONFERENCE HALL:

The Conference Hall is equipped with a beamer, an in-room sound system, and wireless microphones.
Podium set up: up to six armchairs or a four- to six- person speaker podium and/or a lectern.

ACCOMODATION TYPE	CAPACITY
Theater Style	50pers./100 pers.
Roundtable (U-shape style)	35 pers.
Cocktail	100 pers.

RESERVATION TYPE	PRICING
Basic Set Up + Two Hours	470€
Extra Hour	150€
Day	1 250€
Extra Set Up Black Chairs	30€
Extra Set Up Roundtable	120€

EXHIBITION AREA:

Two Weeks Exhibition in Conference Room and Board Room

350€

BOARDROOM:

The Board Room is equipped with a conference table, 18 office chairs and a large screen for presentations and teleconferences.

RESERVATION TYPE	PRICING
Two Hours	180€
Extra Hour	65€
Day	600€

EVENT ASSISTANCE SERVICES:

Email invitation to Press Club Members, Press Corps & Diplomatic Corps	200€
Press Release Sending Service	150€
Press Conference notice on our Website	50€
Wifi Connection	Included
Flat TV screen (in Boardroom)	Included
Live stream, video conferencing, podcast on our website	350€
In-room sound system	Included
Audio recording	60€
Beamer	60€
Catering Facilities	Upon Request
Reception equipment (buffet & high tables, tablecloths)	60€
Reception cleaning	50€
Welcome refreshments (soft drinks & coffee)	2€/person
Breakfast (coffee, juice & croissant)	6€/person

PRESS CLUB SERVICES FOR EXTERNAL EVENTS (NON-MEMBERS):

Press Release Sending Service	Non-Members 250€
Website Banner	Non-Members 150€
Email invitation to Press Club Members, Press Corps & Diplo. Corps	Upon Request
Website Press Release	Upon Request

Please send your event request on secretary@pressclub.be