






# Inspiring meeting rooms in the sustainable GAIA BIO Hotel Basel



## Our meeting rooms

ROOM SIZE	BRIGHT	COZY	BRICO	GAIA HALL (*)
<b>Square meter</b>	40m2 -	32m2 -	72m2 -	125m2 -
<b>Whole day</b> (max. 10 hours) If you book several days in a row we grant you a reduction of 10% on the meeting room.	CHF 350	CHF 350	CHF 400	on request
<b>Half day</b> (max. 5 hours) Morning or afternoon	CHF 290	CHF 290	CHF 340	CHF 460
<b>Quarter day</b> (max. 2 hours) Morning or afternoon	CHF 200	CHF 200	CHF 250	-

CAPACITY (PERSONS)	BRIGHT	COZY	BRICO	GAIA HALL (*)
<b>CLASSROOM</b>	persons 16	persons 16	persons 32	persons 45 
<b>BLOCK</b>	16	16	32	40 
<b>U-SHAPE</b>	16	16	32	30 
<b>COCKTAIL</b>	20	20	40	100 
<b>THEATRE</b>	20	20	40	80 

(\*) Our historic GAIA hall is our breakfast room and is available from 1 PM.

**PAYMENT METHOD** Credit card, cash or by invoice  
(invoice only possible within Switzerland/company in Switzerland)

**TERMS AND CONDITIONS** **Premises:** Cancellation must be written 72 hours prior before the event.  
In case of cancellation we will charge 100% of the booked services if the meeting room cannot be sold again.

**F&B:** We ask you to provide us the **food/drinks and the exact number of Attendees** as follows:

- up to 14 days before: deviation of 10 people
- up to 4 working days in advance: exact number of people (to avoid food waste and large orders) - This number of people will be settled in the invoice unless there are going to be more attendees.

INCLUDED  
 IN THE RATE

- ✓ VATax 7.7%
- ✓ Notepads & pencil
- ✓ Flipchart
- ✓ Water with & without sparkling

- ✓ Projector (HDMI/VGA)
- ✓ WiFi

## Extras can be booked à la carte

### for breaks:

In our documentation “Break meals - aperitif – Imibss” you may find various options.

All products are **organically** grown, **homemade** or sourced from the **regional organic bakery** “Vitalspeishaus” in Dornach.

### for work:

MODERATION CASE	CHF	20
CONFERENCE TELEPHONE (INCLUDING CALL COSTS)	CHF	25

## ½ Day packages

From 10 person – smaller meetings/conferences on request

PERFORMANCE	CLASSIC	CLASSIC PLUS	BUSINESS
	CHF 49	CHF 59	CHF 69
ROOM COST	✓	✓	✓
COFFEE BREAK	Orange juice, coffee, tea, fruit basket	Orange juice, coffee, tea, fruit basket	Orange juice, coffee, tea, fruit basket
MORNING	croissant	croissant	croissant
AFTERNOON	Sweet pastries	Sweet pastries	Sweet pastries
LUNCH	Sandwich lunch two different sandwiches	2-course - vegetarian Soup or salad warm vegetarian main course	2-course - fish or meat Soup or salad warm main course
BEVERAGES	Water with/without carbon dioxide	Water with/without carbon dioxide	Water with/without carbon dioxide
COFFEE AFTER LUNCH	✓	✓	✓
SESSION DRINKS (*)	À discrétion	À discrétion	À discrétion
STANDARD EQUIPMENT (**)	✓	✓	✓

(\*) Coffee, tea and water are included à discretion.

(\*\*) The standard equipment includes: projector, screen, internet access, flipchart, writing pad and pens.

## Whole-Day packages

From 10 people – smaller meetings/conferences on request

PERFORMANCE	CLASSIC	CLASSIC PLUS	BUSINESS	BUSINESS PLUS	GAIA SPECIAL
	CHF 79	CHF 89	CHF 99	CHF 109	CHF 129
ROOM COST	✓	✓	✓	✓	✓
WELCOME COFFEE	-	-	-	-	✓
COFFE BREAK	Orange juice, coffee, tea, fruit basket	Orange juice, coffee, tea, fruit basket	Orange juice, coffee, tea, fruit basket	Orange juice, coffee, tea, fruit basket	Orange juice, coffee, tea, fruit basket
MORNING	croissant	croissant	croissant	croissant	croissant
AFTERNOON	Sweet pastries	Sweet pastries	Sweet pastries	Sweet pastries	Sweet pastries
LUNCH	Sandwich lunch <small>two different sandwiches</small>	2-course - vegetarian <small>Soup or salad two different sandwiches</small>	2-course – fish or meat <small>Soup or salad warm main course</small>	3-course <small>Soup or salad warm main course Sweet at the end</small>	3-course <small>Soup or salad warm main course Sweet at the end</small>
BEVERAGES	Mineral water	Mineral water	Mineral water	Mineral water	Mineral water 1 glass of wine/beer
COFFEE AFTER LUNCH	✓	✓	✓	✓	✓
SESSION DRINKS (*)	À discrétion	À discrétion	À discrétion	À discrétion	À discrétion
STANDARD EQUIPMENT (**)	✓	✓	✓	✓	✓

(\*) Coffee, tea and water are included à discretion.

(\*\*) The standard equipment includes: projector, screen, internet access, flipchart, writing pad and pens.

## Good to know

- ABG's** We ask you to provide us the **food/drinks and the exact number of attendees** as follows:
- up to 14 days before: deviation of 10 people
  - up to 4 working days in advance: exact number of people (to avoid food waste and large orders) - This number of people will be settled in the invoice unless there are going to be more attendees.
- Please find attached our detailed “ [General Terms and Conditions](#) ” online via a link.
- Conditions** Can be booked for 10 people or more / valid on request and subject to availability / Net-rates and in CHF including VAT.
- Ticketing** We are flexible and happy to respond to your needs.  
For inquiries and further questions kindly contact us via  
Email ( [welcome@gaiahotel.ch](mailto:welcome@gaiahotel.ch) ) or by phone (+41 61 225 13 13).
- Payment method** Credit card, cash or by invoice  
(invoice only possible within Switzerland/company in Switzerland)