

unique &  
boutique

إيجابي  
E J A B I



غرفة صناعة عمان  
AMMAN CHAMBER OF INDUSTRY

EuroJordanian Advanced Business Institute  
المعهد الأوروبي لتطوير الأعمال

Empowering Human Capital

in the very heart  
of Amman



Rental  
Possibilities

## The Euro-Jordanian Advanced Business Institute (EJABI)



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06 4644-133



06 4644-171



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Whatever small- to medium-sized trainings, meetings or events you plan, we are sure that EJABI is the best venue place for you.

**unique & boutique in the very heart of Amman**

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## Impressions from the EJABI Rooms



## Information and Conditions

### Basic Information for Rental of EJABI-Rooms

Hall Name	Capacity	Set-up	Price (per day)
Small Hall (Room 1)	Maximum 15	U-shape	on request
Medium Hall (Room 2)	Maximum 30	U-shape	on request
Lab Hall (Computer Hall)	Maximum 16	U-shape	on request
Large Hall (Room 3)	Maximum 60 (potentially up to 80, depending on the setup; please ask about possibilities)	<ul style="list-style-type: none"> <li>• U-shape OR</li> <li>• Classroom OR</li> <li>• Round Table</li> </ul>	on request

### Complimentary arrangements:

- ✓ Note pads and pens
- ✓ Photocopy of white and black papers (50 sheets during the entire booking period)
- ✓ Parking
- ✓ Mineral water
- ✓ Built-In LCD projector
- ✓ Wi-Fi
- ✓ Flip Chart
- ✓ Door Banner
- ✓ Tissue boxes
- ✓ White Board

## Coffee Break and Lunch

Options	Description	Price (per person)
O1) Option 1	Tea, Nescafe & Danish Pastry	on request
O2) Option 2	Lunch Meal	on request
O3) Option 3	Open Buffet Lunch	on request

## Optional Arrangements

Description	Price
Photocopy (black and white )	on request
Photocopy (colored)	on request
Laptop	on request

## Terms and Conditions

- The organizer of an event at EJABI has to protect all meeting room equipment from any damage, dirt or stains. Otherwise, the organizer will bear the cost for repairing and cleaning, and restoring original status quo of the place.
- EJABI is a **smoking-free environment**.
- Please note that above packages are based on the capacity of the venue. EJABI reserves its right to allocate the venue according to the actual number of participants.

## Room Rental Request Form

<b>Company Name</b>				
<b>Key Contact</b>				
<b>Tel No.</b>				
<b>Email</b>				
<b>Request about</b>				
<b>Further details:</b>				
<b>Intended Booking date</b>	<b>From</b>		<b>To</b>	
<b>Intended Daily Timing</b>	<b>From</b>		<b>To</b>	
<b>Expected # guaranteed attendees</b>				

**Further Information about your request from you to us:**

**After receiving your request, we will get in touch asap. Thank you**

**Name:**

**Date:**

**Signature:**