



# SEMINARS CONFERENCES



2024

SEMINARS | CONFERENCES

Dear Ladies & Gentlemen,

the Schick Hotels Vienna offer the perfect setting and a suitable offer for many types of seminars. Making sure your meeting runs without interruption and fulfilling your personal requests are especially important to us.

We have four attractive and quiet seminar rooms available that can accommodate up to 120 satisfied guests. Each of these rooms offer daylight and state-of-the-art technology. At the Schick Hotels you will find Viennese tradition and history combined with a central, easily accessible location. The Schick restaurants prepare your delectable dishes with seasonal, local, as well as FairTrade® products.

For your seminar, we offer the most professional service and the most attentive support from planning to organizing all the way to execution. In addition, all amenities and other services of a 4-star hotel are available to you.

Our high demand for quality is your guarantee for a successful seminar.

The flat rates and arrangements included here are naturally just suggestions for your seminar. If you wish, we would be happy to adjust our offer to your special ideas during a personal discussion.

We look forward to greeting you and catering to you and your guests.

Kindly regards,



A handwritten signature in black ink, appearing to read 'Peter Buocz', written in a cursive style.

Peter Buocz | *General Manager*  
Schick Hotels – Over a century of Viennese charm

Welcome to the Schick Hotels,

the Schick Hotels has greeted satisfied guests from all over the world for more than 400 years. The charm and the tradition of classical imperial Vienna are palpable throughout the hotel. This positive feeling extends to our inviting seminar rooms.

My name is Jeniffer Kuba. I would be happy to help you plan your seminar. I have been part of the Schick family since 2008. My motto is: "Together we can achieve anything." True to this motto, I am available to you in word and deed at any time.

The guiding principle of the Schick Hotels is "Vienna's charming private hotels." For me, this means exceeding your expectations. I do not just want to satisfy you. My goal is for you to be thrilled.

The four seminar rooms at the two Schick Hotels Stefanie and Erzherzog Rainer have daylight and are endowed with modern furnishings. In addition, each room has its special 'delicacies'. I would be very happy to make an opportunity to discuss your ideas and desires personally with you. Once I know what you are looking for, I will be able to help you with your perfect seminar.

I am already looking forward to greeting and regaling you and your guests.

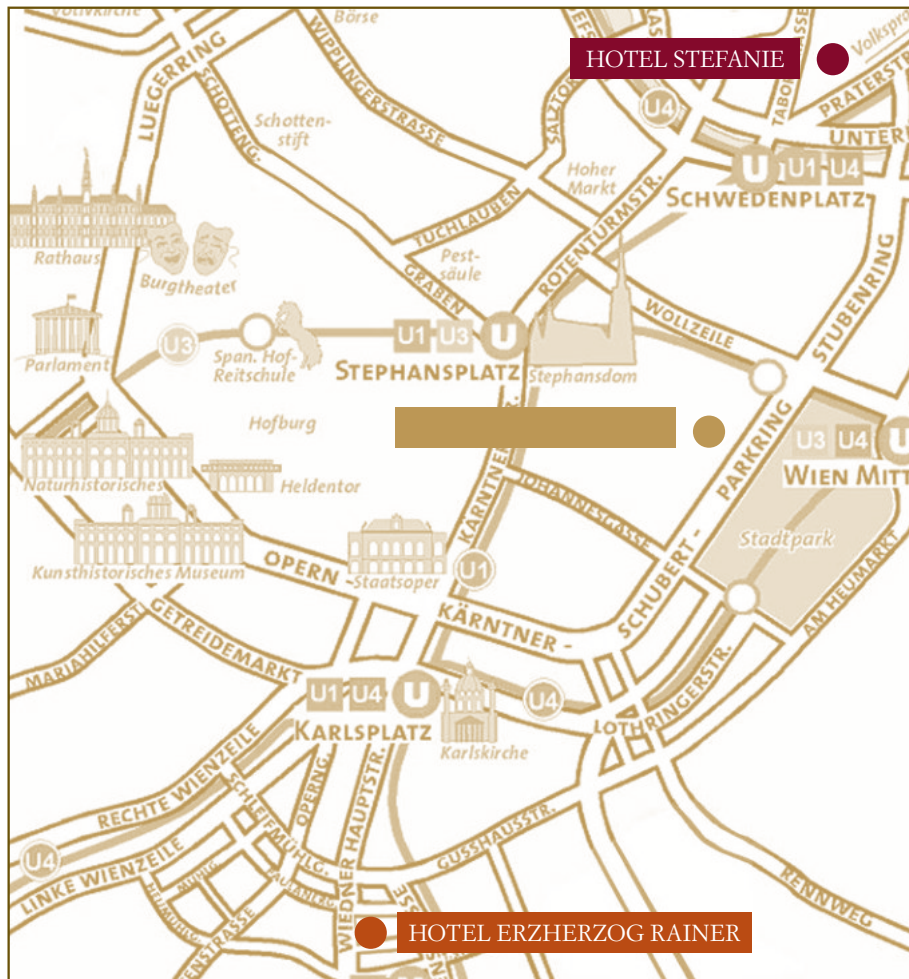
With charming regards,



A handwritten signature in black ink, appearing to read 'Jeniffer Kuba'.

Jeniffer Kuba | *Banquet Manager*  
T: +43 (01) 211 50-520  
E: [bankett@schick-hotels.com](mailto:bankett@schick-hotels.com)

VIENNA



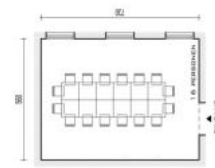
HOTEL STEFANIE  
Taborstraße 12 | 1020 Vienna

HOTEL ERZHERZOG RAINER  
Wiedner Hauptstraße 27-29 | 1040 Vienna

Awarded by the Austrian Federal Ministry of Agriculture,  
Forestry, Environment and Water Management with the



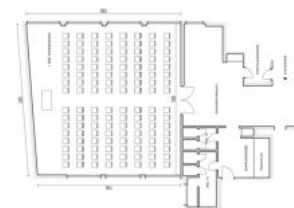
HOTEL STEFANIE  
BIBLIOTHEK



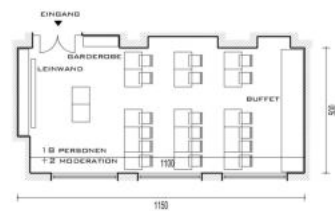
HOTEL STEFANIE  
CLUBRAUM



HOTEL STEFANIE  
KONFERENZSAAL



HOTEL ERZHERZOG RAINER  
SALON



HOTEL STEFANIE

ROOM	U-SHAPE OUTSIDE	U-SHAPE OUT- & INSIDE	CONFERENCE	CLASSROOM	THEATER	ROOM AREA	ANTEROOM	CEILING
BIBLIOTHEK	16		16	16	30	45 m <sup>2</sup>		280 cm
CLUBRAUM			16			54 m <sup>2</sup>	20 m <sup>2</sup>	275 cm
KONFERENZSAAL	32	42	30	72	120	156 m <sup>2</sup>	40 m <sup>2</sup>	355 cm

HOTEL ERZHERZOG RAINER

ROOM	U-SHAPE OUTSIDE	U-SHAPE OUT- & INSIDE	CONFERENCE	CLASSROOM	THEATER	ROOM AREA	ANTEROOM	CEILING
SALON	25	30	24	26	40	60 m <sup>2</sup>		350 cm





★★★★

## HOTEL ERZHERZOG RAINER WIEN

Wiedner Hauptstraße 27-29 | 1040 Vienna

CONTACT: Jeniffer Kuba | *Banquet Manager* | T: +43 (1) 211 50-520 | E: [bankett@schick-hotels.com](mailto:bankett@schick-hotels.com)

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### OUR GUESTS SAY ABOUT US...

We're very happy to choose the Hotel Erzherzog Rainer as the location for our workshops and seminars because we feel comfortable here and also receive much positive feedback from our participants regarding the venue. Quite apart from the sought-out friendliness of the staff, as a seminar location the Erzherzog Rainer offers everything you need.

The size of the seminar room is always customized to our requirements and the configuration of the rooms as well as the dedication of all the employees are again reasons for us to book the Erzherzog Rainer.



In addition, there's the unique charm and the atmosphere, the unique elegance of the rooms and the quality of the restaurant that make every seminar - also for our customers - a "different kind" of event for a change. Many international guests rave about how unique the rooms are as well as the building itself and go on to book the hotel for their private accommodation.

Nobody is perfect, and mistakes happen in any work - happily humans are still working. The way the staff handle any problems that arise, yet more than anything their solutions to any problems, are some reasons why we have for years done business with the Hotel Erzherzog Rainer and will greatly look forward to our continued collaboration.

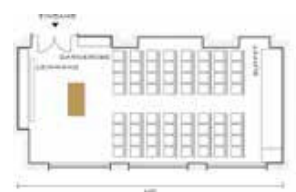
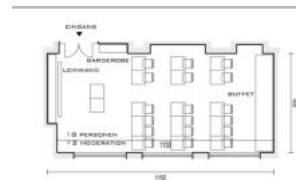
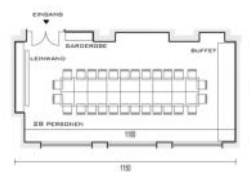
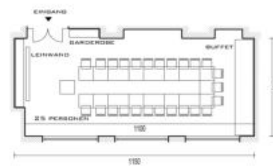
CLAUDIA DREXLER, Management Assistant  
ICC Austria - International Chamber of Commerce

## HOTEL ERZHERZOG RAINER | SALON



MAXIMUM NUMBER OF PEOPLE IN THE ROOM SETTINGS:

U-SHAPE OUTSIDE	U-SHAPE OUT- & INSIDE	CONFERENCE	CLASSROOM	THEATER	ROOM AREA	CEILING
25	30	24	26	40	60 m <sup>2</sup>	350 cm





## CONFERENCE PACKAGES

### OUR CONFERENCE PACKAGES INCLUDE:

QUALIFIED SUPERVISION by the team of Hotel Erzherzog Rainer

COFFEE BREAKS with freshly brewed coffee of the bean-to-cup coffee machine and Ronnefeldt teas

LUNCH at Restaurant „Wiener Wirtschaft“ (depending on the selected package)

CONFERENCE ROOM RENTAL FEE

TECHNICAL EQUIPMENT AND TOOLS:

beamer, screen, flip chart and pin board with pens, ballpoint pens and writing pads, meeting kit, free wifi,  
wireless microphone, air-conditioned room



#### PACKAGE „RAINER“

Welcome espresso and „Gugelhupf“  
Forenoon-coffee break including snacks  
Lunch with soup and main course (excluding beverages)  
Afternoon-coffee break including snacks  
Mineral water and non-alcoholic beverages at the conference room  
**€ 61,00 per person**

#### PACKAGE „BUSINESS“

Forenoon-coffee break including snacks  
Lunch with soup and main course (excluding beverages)  
Afternoon-coffee break including snacks  
Mineral water and non-alcoholic beverages at the conference room  
**€ 56,00 per person**

#### PACKAGE „HALF DAY“

Welcome espresso and „Gugelhupf“  
Forenoon- or afternoon-coffee break including snacks  
Lunch with soup and main course (excluding beverages)  
Mineral water and non-alcoholic beverages at the conference room  
**€ 47,00 per person**

#### PACKAGE „FORENOON | AFTERNOON“

Welcome espresso and „Gugelhupf“  
Afternoon-coffee break including snacks  
Mineral water and non-alcoholic beverages at the conference room  
**€ 38,00 per person**

#### PACKAGE „AFTER WORK“

Afternoon-coffee break including snacks  
Mineral water and non-alcoholic beverages at the conference room  
**€ 34,00 per person**



## YOUR COFFEE BREAKS

To meet the needs of a sustaining seminar day, we offer a daily fresh, varied and seasonal adapted selection of food to you and your conference participants.

For this reason, our executive chef arranges the coffee breaks and the lunch menu for your conference individually.

If you have questions or special requests, do not hesitate to contact us - we gladly are at your disposal!

## ROOM RENTAL FEE | MINIMUM CONSUMPTION

After reaching the minimum consumption no room rent will be charged. Please note the minimum consumption for our conference room, regardless of full-time or half day use:

SALON. . . . . € 500,00

If the above minimum consumption is not reached, we represent the difference between the real consumption to the minimum consumption as a room rental fee.

**EXAMPLE:** With 9 participants and the Package „Business“ you will reach the minimum consumption (9 x € 56,00 = € 504,00). If you have only 8 participants, € 52,00 will be charged as a room rental fee.

## ALLERGEN INFORMATION

Dear guest,

on demand, you will get information from our employees about ingredients in our offered dishes and beverages, which may deploy allergies or intolerances.

The 14 main allergens are labelled at the date of your fixed event for your selected arrangements, pursuant to statutory requirements (EU-Food Information for Consumers Regulation 1169/2011). Furthermore there are other substances that may cause food allergies or intolerances.

The allergens are mentioned, if the listed substances or the products made from them are an ingredient of the final product.

Despite careful preparation of our dishes, they may contain traces of other substances that are used in the production process in the kitchen in addition to the indicated ingredients.

### OFFICIAL LETTER CODE FOR THE ALLERGEN LABELING:



FOTO: WIKO®

- A Gluten-containing grains
- B Crustaceans
- C Eggs
- D Fish
- E Peanuts
- F Soy
- G Milk or lactose
- H Edible nuts
- L Celery
- M Mustard
- N Sesame
- O Sulphites
- P Lupines
- R Molluscs

## TERMS & CONDITIONS

The following general terms and conditions are a contractual part of the issued request for seminars and/or conferences at Schick Hotels. Any conditions to the contrary are invalid. By placing his or her order, the presenter complies with these terms as well as all corresponding regulations under trade and industry law and assumes liability for compliance.

### CANCELLATION POLICY

Cancellation up to 4 weeks before the conference. . . . . no charge

Cancellation 2 - 4 weeks before the conference. . . . . 50 % of the reserved arrangement

Cancellation within 2 weeks before the conference. . . . . 100% of the reserved arrangement

### GUARANTEE & SETTLEMENT

Notification of the food selection, the selected arrangement, as well as the exact number of participants is required 5 working days before the event at the latest. This number is regarded as the guaranteed minimum number of participants, for which the presenter will be invoiced regardless. In case there are more participants, the presenter will be billed for the actual number of persons present. In the event of a reduced number of participants for events of several days' duration, the presenter will be invoiced for only the active number of participants as of the second day.

### PRICES, ACCOUNTING & JURISDICTION

All quoted prices are in Euros and include all taxes, fees and service charges. Valid until cancelled.

Invoices are payable without deductions within 10 days of the invoice date. Interest will be charged for late payments. The place of jurisdiction is Vienna. Austrian law applies.

### FOOD & DRINKS

No food or drinks for consumption in the hotel are permitted to be brought into the hotel or associated premises without prior written permission of the Schick Hotels management. Schick Hotels reserve the right to charge a commensurate fee for self-brought food and drinks.

We point out, that - in reference to the compliance of the food hygiene regulation (paragraph IX Z4 and paragraph XI of the food hygiene regulation) - the availability of food at room temperature is not possible for more than three (3) hours. Due to this reason, the takeaway of dishes from the buffet at home it is also not possible for you and your guests.

### DECORATION

The presenter is obliged to seek Schick Hotels' authorization for the installation of decorative material. Installation must be performed exclusively by qualified personnel in strict compliance with fire regulations. All costs resulting from setting up / disassembly of decorative material will be debited the presenter.

### LIABILITY

The presenter is liable for damages caused by guests, employees or representatives of the presenter. The hotel will be liable for damages to or loss of objects brought into the hotel only when it is at fault, and in no case when third parties are at fault.

### CANCELLATION BY THE HOTEL

The hotel may terminate the contractual relationship if: the event endangers smooth business operation, the presenter infringes upon legal obligations, the hotel's reputation or safety are endangered, agreed-upon advance payments are not made on time, or in the event of acts of God. In such cases, the presenter is in no way entitled to assert compensatory claims.



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## SCHICK HOTELS WIEN

Wiens charmante Privathotels

STEFANIE  
AM PARKRING  
CAPRICORNO  
CITY CENTRAL  
ERZHERZOG RAINER

[seminar.schick-hotels.com](http://seminar.schick-hotels.com)  
[www.schick-hotels.com](http://www.schick-hotels.com)  
[www.schick-restaurants.at](http://www.schick-restaurants.at)