



Events' organisation at the Heart House

How can we help you with the organisation of your event?

Our team will be happy to send you a proposal following your requests.

Title /Reference:

Date of the event: **From** __ / __ / 20 **to** __ / __ / 20

Email:

Project Manager Contact:

Number of participants:

Event Schedule:

From: **Day 1** ...H... **Day 2** ...H... **Day 3** ...H...

To: **Day 1** ...H... **Day 2** ...H... **Day 3** ...H...

Conference Rooms: Plenary Room (number:.....)
 Break-out sessions (number:)
Set Up

Audiovisual Needs: Video data projector
 PC

Other: _____

Morning Coffee Break yes No

Afternoon Coffee Break yes No

Lunch Yes No

Dinner Yes No

Bus transfers Yes No

Accommodation? Yes No
If yes: Please indicate the Hotel star rating: 2* 3* 4*
Number of Rooms:

**For further information, please contact Eva Satgé
Tel: 04 92 94 86 21 - E-mail : seminars@escardio.org**