



Fleuve Congo Hotel

KINSHASA | DRC

MEETING & EVENTS REQUEST FORM

Full Name: _____
Company - Organization: _____
Event-Name: _____
Telephone: _____
Email: _____
Date Requested: _____
Number of attendees: _____

EVENT TYPE

Conference	Engagement	Cocktail
Wedding	Training	Exhibition
Workshop	Meeting	Dinner

EVENT/MEETING REQUIREMENTS

Conference Phone	Sound system	Accommodation
Video projector	Flip chart	

WHAT IS YOUR IDEAL FURNITURE SETUP ?

Banquet	U-Shape
Cocktail	Class Room
Board Room	Theatre

COMMENTS