

# Conferences & Events

AMBASSADOR



valid until 31.12.2026

# Luxury and elegance in Vienna's city centre



Tradition and present, arts and delights – experience the special flair of a top hotel in the heart of Vienna.

For more than 100 years, the Ambassador Hotel offers elegance and luxury such as cannot be found in any other hotel in Vienna.

Like a pole which has come to rest at the heart of the cosmopolitan city, the Ambassador Hotel enjoys a truly special location, on one side directly on the exquisite shopping street Kärntner Straße, on the other side Neuer Markt with its historic characteristics. The State Opera, St. Stephan's Cathedral, the Imperial Palace and the Musikverein are in immediate vicinity.

## **The place to be – The place to meet**

# Salon Donnerbrunnen



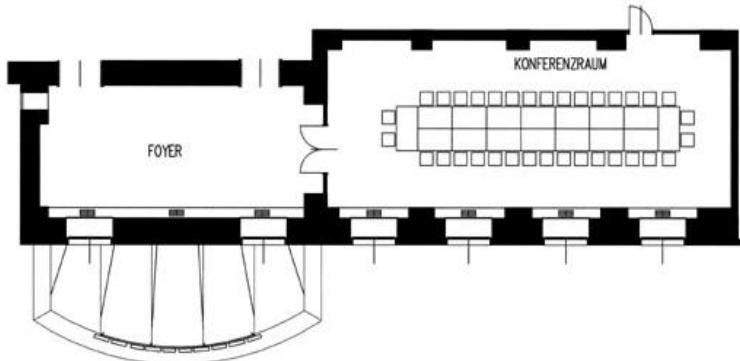
The conference room Donnerbrunnen, located on the mezzanine floor and overlooking the square Neuer Markt, provides space for up to 50 persons. This room is perfect for larger conferences, meetings, or company events and is suffused with daylight. If necessary, it can also be shaded.



## Facts

Main room 75m<sup>2</sup>, foyer 38m<sup>2</sup>, direct daylight

Theatre seating	50 people
Classroom	36 people
U-shape (max. 35 people)	30 people
Block table	40 people
Banquet * (*round tables)	40 people



# Salon Lehár



The conference room Lehár, perfectly renovated and decorated with original autographs by Franz Lehár, provides space for small groups up to 34 persons and is located on the first floor. This room is ideal for private parties, company events and smaller seminars as well as for meetings. We also offer the possibility to rent it together with our beautiful winter garden next door.

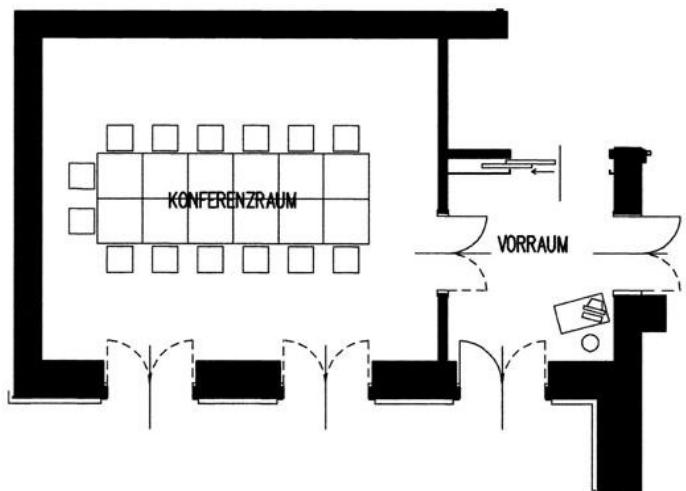


## Facts

size 41m<sup>2</sup>, indirect daylight

Theatre seating  
Classroom  
U-shape  
Block table

20 people  
10 people  
15 people  
15 people



# Winter Garden



The winter garden is located on the first floor and offers an amazing view over the historic square Neuer Markt and the famous fountain of Raphael Donner. It is perfect for a seated lunch or dinner or any other exclusive event and can be rented together with the Salon Lehár. Enjoy the historic surroundings and mild summer evenings with opened terrace doors.



## Facts

size 42m<sup>2</sup>, direct daylight  
no technical equipment

U-shape  
Block table

16 people  
22 people



# Ambassador Club



The elegant Ambassador Club is situated on the third floor and is ideal for small meetings up to 10 persons. Conference packages are not available for this room, instead we gladly arrange a Nespresso coffee machine, mineral water, different juices and some snacks (offsetting after consumption).

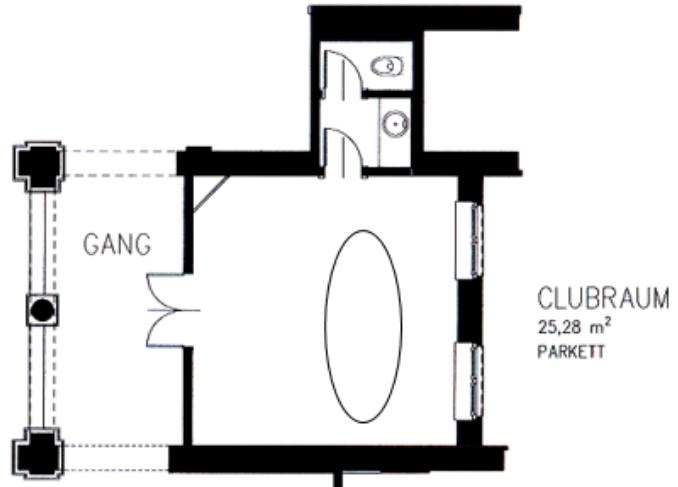


## Facts

Size 25m<sup>2</sup>, indirect daylight  
due to the size no technical equipment

Block table

10 people



# Room Rent



	<b>Salon Donnerbrunnen</b>	<b>Salon Lehár</b>	<b>Winter Garden</b>	<b>Ambassador Club</b>
<b>half day</b>	EUR 350.00	EUR 250.00	EUR 300.00	EUR 120.00
4 hrs			from noon on	
either a.m. or p.m.				
<b>full day</b>	EUR 520.00	EUR 420.00	upon request	EUR 220.00
up to 10 hrs				
between				
8 a.m. and 9 p.m.				
<b>per hour</b>	X	X	X	EUR 30.00

## Technical Equipment

The following standard equipment is available free of charge in our air-conditioned conference rooms:

- WIFI
- Pads and Pencils
- Wireless presentation system „ClickShare“
  - Projector and screen in Salon Donnerbrunnen
  - Screen in Salon Lehár
  - No presentation system available in Wintergarden and Ambassador Club
- Flipchart and pinboard (available upon request)

A moderation kit can be rented for an additional charge of EUR 40,-- per day.

## Conference Drinks

For short meetings, we do provide a self-service counter in the rooms.

Beverages will be charged according to actual consumption.

- fully automated coffee machine from Meinl EUR 2.00 per coffee
- coffee machine from Nespresso (various capsules) EUR 2.00 per capsule
- tea (several varieties) EUR 2.00 per tea bag
- mineral water still/sparkling 0.33l EUR 4.50 per bottle
- fruit juice 0.2l EUR 5.50 per bottle

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# Conference Packages



If you decide on a conference package, no extra room rent will be charged, and we will provide a screen, a beamer and a workshop kit free of charge.

The conference packages are bookable as follows:

- Salon Lehár: minimum 10 guests
- Salon Donnerbrunnen: minimum 15 guests

If there are fewer participants than 10 or 15 people respectively, the difference will be charged as room rent.

The final settlement of the conference costs will be charged according to the guaranteed number of guests. The guaranteed number of guests has to be advised seven working days before the event at the latest.

## Half day without lunch

**EUR 45.00 p.p**

- one coffee break of your choice incl. coffee or tea, mineral water and juices
- extra mineral water placed on the meeting table

## Half day with lunch

**EUR 75.00 p.p**

- one coffee break of your choice incl. coffee or tea, mineral water and juices
- extra mineral water placed on the meeting table
- 3 course lunch menu, excl. beverages

## Full day with lunch

**EUR 95.00 p.p**

- two coffee breaks of your choice incl. coffee or tea, mineral water and juices
- extra mineral water placed on the meeting table
- 3 course lunch menu, excl. beverages

Prices are quoted per person per day and include service and tax.

We kindly ask you to inform us if vegetarian, vegan or allergy-friendly alternatives are needed.

# Coffee Break Choice

(per person per break)



## **Classic break:**

- one piece of filled sandwich (different types)
- one piece of Danish pastry

## **Vital break (vegetarian):**

- one piece of filled sandwich
- one glass of Bircher Muesli with fruit

## **Light break (vegetarian):**

- one piece of filled sandwich
- one glass of vegetable sticks with yoghurt dip or big fruit platter

# Always at your disposal!



Our team is always at your disposal to answer all your questions and to provide recommendations for your next event.

We gladly show you around - please contact us for an appointment:

**Ms. Laura Ruzicka**

Tel.: +43-1/961 61-622

E-mail: [laura.ruzicka@ambassador.at](mailto:laura.ruzicka@ambassador.at)

**Ms. Kerstin Tallafuß**

Tel.: +43-1/961 61-623

E-mail: [kerstin.tallafuss@ambassador.at](mailto:kerstin.tallafuss@ambassador.at)

We offer special corporate rates for individual reservations if you plan to book our hotel more often. We gladly will send you an offer on request.

# General Information



Front Desk	<a href="mailto:office@ambassador.at">office@ambassador.at</a>	Phone: +43-1/961 61-0
Reservation:	<a href="mailto:reservations@ambassador.at">reservations@ambassador.at</a>	Phone: +43-1/961 61-157 (accommodation)
Conference:	<a href="mailto:sales@ambassador.at">sales@ambassador.at</a>	Phone: +43-1/961 61-622 (conference/banquet)
Restaurant:	<a href="mailto:restaurant@ambassador.at">restaurant@ambassador.at</a>	Phone: +43-1/961 61-161
Marketing:	<a href="mailto:marketing@ambassador.at">marketing@ambassador.at</a>	Phone: +43-1/961 61-623
Website:	<a href="http://www.ambassador.at">www.ambassador.at</a>	

## Location

Our unique site, directly on Kärntner Straße between St. Stephan's Cathedral and State Opera, offers the possibility to enjoy cultural capital Vienna.

## Rooms

All 89 rooms provide an individually adjustable air-condition, WIFI, SAT-TV, radio, minibar, personal safe and telephone with voicemail.

## Transfers

We gladly organize transfers from and to airport or hotel with a limousine at the rate of EUR 75.00 (1-3 persons) or with a minivan at the rate of EUR 105.00 (4-7 persons) per way.

## Garage

We recommend parking your car in the nearby garage „Neuer Markt Tiefgarage“. Special rate for hotel guests: EUR 35.00 per 24 hours (will be paid directly at the hotel)

## WLAN

WLAN is available in all guest rooms and conference facilities.

## Credit Cards

American Express, MasterCard, Diners Club, VISA, JCB

**GDS-Codes (Chain Code: WV)**  
SABRE 37836 • APOLLO/GALILEO 93821 • AMADEUS VIE100 • WORLDSPAN 40676 • OD D4868

## Bank Details

BKS Bank AG • IBAN: AT901700000140036315 • BIC: BFKKAT2K