



KIGALI SERENA
HOTEL

MEETINGS & CONFERENCES



A world-class conferencing and event facility.

www.serenahotels.com

CONFERENCE PACKAGES 2024



Standard Package

Rwf. 65,000 per Person

Welcome tea/coffee
 Mid-morning tea/ coffee pastries
 Lunch with one soft drink
 Afternoon tea/coffee biscuits
 Water, pens, pads, mints
 Flip chart, Screen, PA system
 (sound system), Lectern One
 Projector

Half day Package

Rwf. 55,000 per Person

Lunch with one soft drink
 Mid-morning tea/ coffee pastries
OR
 Afternoon tea/coffee biscuits
 Water, pens, writing pads, mints
 (sweets) Flip chart, Screen,
 PA system (sound system),
 Lectern One Projector

Premium Package

Rwf. 75,000 per Person

Welcome tea/coffee
 Mid morning tea, coffee, pastries
 and hot biting Buffet Lunch
 with soft drink during lunch
 Afternoon tea coffee, cookies
 and fresh juice Writing pad and
 pen with blotters
 Flipchart, Markers, Writing pads,
 mineral water Mints
 P.A system, projector & Screen
 Two Projectors slide mover and
 pointer

Half day Package (no Lunch)

Rwf. 45,000 per Person

Room hire charges depending on
 number of people Mid-morning
 tea/ coffee pastries
OR
 Afternoon tea/coffee biscuits
 Water, pens, writing pads, mints
 (sweets) Flip chart, Screen, PA
 system (sound system) Lectern
 One Projector

Outside Catering Fee

Within Nyarugenge District Rwf. 22,000 per person
Outside Nyarugenge District but within Kigali City Rwf. 32,000 per person

RENTAL CHARGES:





Telecommunication and Audio visual equipment

CONFERENCE MEETING CAPACITY/PRICES

Equipment	Charges per day (Rwf)
Extra Overhead projector	120,000
Flipchart extra	40,000
Free wireless internet connection	Free* up to 50 logins
Extra Microphone	40,000 per piece
Laptop	150,000

Name	Charges (Rwf)
Ballroom	6,000,000
Auditorium	4,000,000
Marquee	4,000,000
Gardens	3,000,000
Bambara Lounge	1,200,000
Meeting Room	600,000
Muhazi /Burera /Imbehe	300,000

Style Setup

Room	 Theatre	 Classroom	 Cocktail	 Boardroom
Ballroom	800	300	700	180
Auditorium	450	150	400	80
Meeting Room	50	24	50	20
Muhazi	20	18	20	15
Burera	-	-	-	13
Imbehe	-	-	-	5