



TEC EVENT CAMPUS

# SERVICES



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## BEVERAGE CATERING

### ASSORTMENT OF BEVERAGES

For saving valuable resources and in terms of sustainability, we do only serve our drinks from glass bottles and pay attention to social added value when selecting providers.

With every drunken mineral water you're doing a good - thank to **Viva con Agua**.

We are getting our limonades from **fritz-kola**, which draw attention to grievances with their outreach and founded initiatives such as „Drink from Glass (Trink aus Glas): Together against a world full of plastic waste“.

No juice, but organic iced tea – **ChariTea** own Foundation funds social projects in the tea growing regions.

Whether filter coffee or coffee specialities - our gently roasted **Miko Puro Fairtrade BIO coffee** is characterised by its extremely mild acidity. The production is carried out in compliance with the principles of fair trade and the protection of the rainforest.

We primarily source our wines from family owned wineries in **Saale-Unstrut region**.



### BEVERAGE PACKAGES

From a welcome coffee at the beginning of the event to a long drink during the get-together in the evening - our beverage packages offer you full flexibility and are created individually according to your event concept.

## STAFF

For the realization of your event we do have our own, trained staff and a large network of competent and experienced service providers.

### MANDATORY SERVICES

- event manager
- security for set-up and dismantling
- security and fire safety guards during event
- bar and service staff depending on event concept
- lavatory and cleaning staff
- depending on event concept: venue manager

### OPTIONAL SERVICES

- first-aid attendant
- cloakroom staff and hostesses
- barista
- additional security staff
- photographer
- hands for set-up and dismantling



## BRANDING - BANNER



**bannervariant 1  
(preexisting housebanner)**  
facade to Wohlrabadamm  
width: 13,90 m | height: 1,05 m  
total surface: 14,60 m<sup>2</sup>

**bannervariant 2**  
facade to Wohlrabadamm  
width: 9,20 m | height: 3,50 m  
total surface: 32,20 m<sup>2</sup>

**bannervariant 3-8**  
facade to Outdoor Front  
width: 5,15 m | height: 2,40 m  
total surface: 12,36 m<sup>2</sup>

**bannervariant 9**  
facade to Outdoor Front  
width: 5,00 m | height: 2,40 m  
total surface: 12,00 m<sup>2</sup>

Set-up and dismantling must be handled by our exclusive partner.



## VEHICLE PRESENTATION

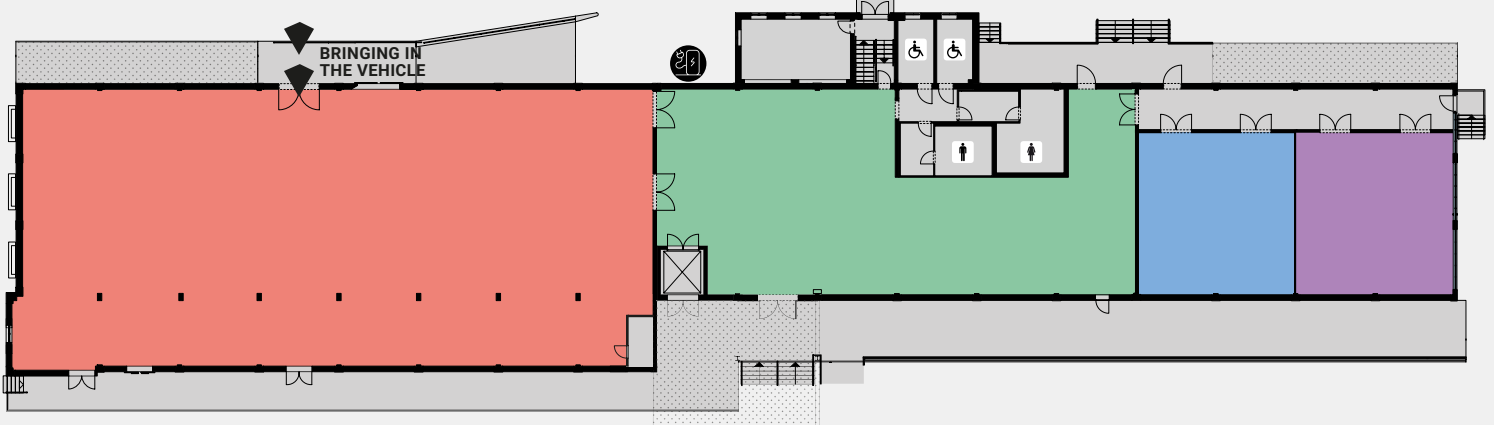
All outdoor and indoor areas can be used for vehicle presentations.

The maximal surface load indoors is 1.500 kg/ m<sup>2</sup>.

To guarantee the optimal load distribution the vehicle or at least the wheels need to be placed on load distribution plates (minimum 1 m<sup>2</sup>).

Vehicles can directly be load out of a truck into Main Hall (width 2,80 m x height 3,07 m).

Vehicles can also be positioned in Front Hall (door dimensions: width 2,44 m x height 2,45 m).

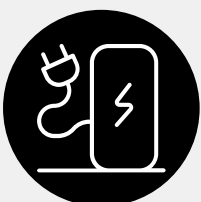


Once in position it is necessary to disconnect the battery. Functions such as door opener, alarm system etc. may need a separate battery.

Vehicles with combustion engine need to be emptied and filled with i.e. nitrogen to prevent any kind of risk. We can connect you with one of our partners.

It is necessary to bring additional fire extinguishers and they have to be placed next to the vehicles. One additional fire security guard will be planned for each vehicle.

If a vehicle is placed at a unguarded spot it is advisable to keep the vehicle closed.



There is a wallbox (22 kW, incl. 6 m cable Typ2) at the facade (outdoor railway) for electric cars.

The use is free of charge during an event.



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## SEATING OPTIONS



Main Hall

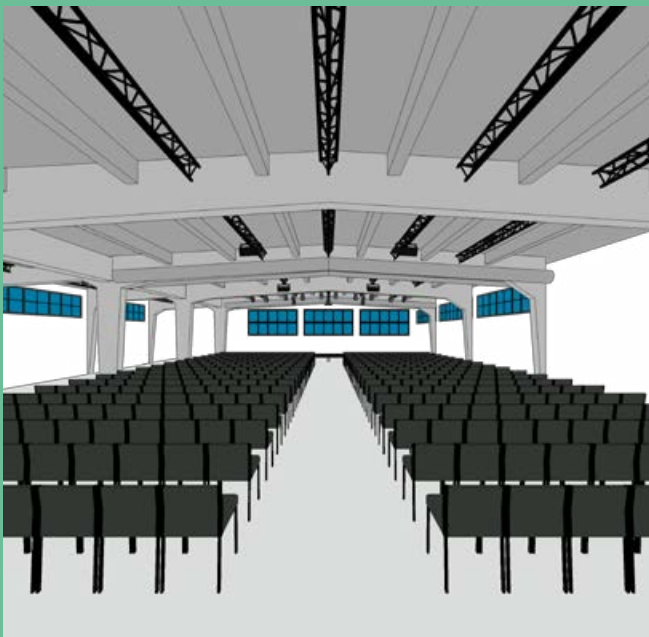


Meeting 1

Additionally to our already existing seating plans our preferred Partner Party Rent would be glad to create your own individual plan (hourly rate 75 € net).

**Party Rent Berlin** Mail [katharina.riedesel@partyrent.com](mailto:katharina.riedesel@partyrent.com)  
Katharina Riedesel Fon +49 30 200 061 513 7

## MAIN HALL - VISUALISATION OF THEATRE SEATING



Seating ahead  
(view from Front Hall)



Seating side  
(view from Front Hall)



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## INTERNET

All indoor event areas are equipped with WiFi Access-Points and are fully WiFi enabled

We would be pleased to provide you with a suitable quote with you individually chosen networkname and password.

Please complete the following questionnaire. Afterwards we will send you your individual offer.

[INTERNET  
QUESTIONNAIRE](#)

## TENTS + CLOAKROOM

TEC Event Campus outdoor areas do have enough space to place tents, which can be used as additional event area, for catering or accreditation and as cloakroom.



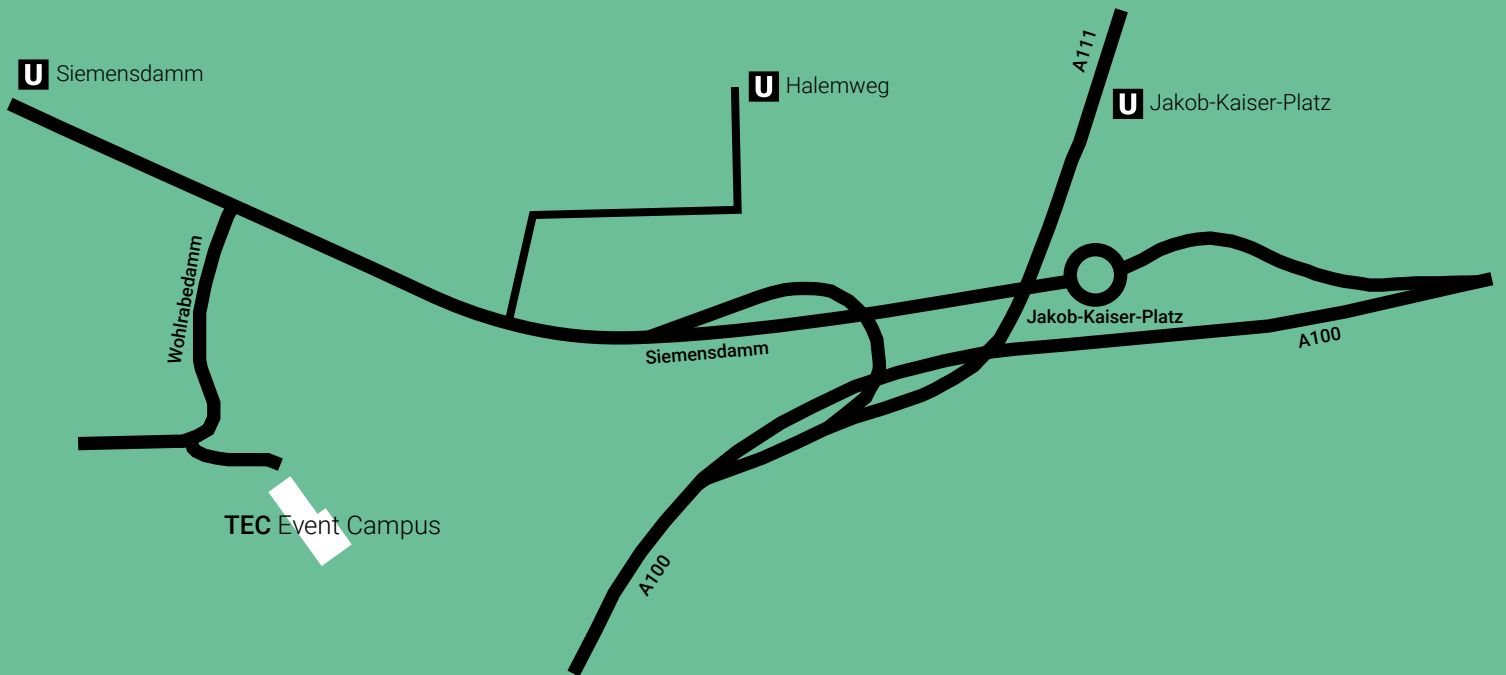
We can offer the cloakroom equipment (hangers, coat racks and coat check) in a fitting design.

Usually the cloakroom is placed in Front Hall, but it can also be positioned in one of the meeting rooms.



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## CONTACT + ARRIVALS



**TEC Event Campus** - Wohlrabadamm 7 - 13629 Berlin.

### OFFICE

TEC Event Campus GmbH  
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10437 Berlin

### REQUESTS + VISITS

Sales Team  
Mail [event@tec-event-campus.com](mailto:event@tec-event-campus.com)  
Fon +49 30 470 807 00

### EVENT ORGANISATION + PRODUCTION QUESTIONS

Production Team  
Mail [produktion@tec-event-campus.com](mailto:produktion@tec-event-campus.com)