



## MEETING

### Our rooms for your visions

- Modern furnishings & flexible room design
- Free high-speed WLAN
- Audiovisual technology for professional presentations
- All-round support for your event
- Technical assistance on site
- Individual packages & flexible planning assistance
- Refreshing the room during the breaks

## OVERNIGHT STAYS

### Relax & feel good

- Central location
- Environmentally friendly Travel options with perfect connection to rail and public transport
- 3-star superior comfort Rooms with their own work area for maximum productivity
- Ideal ambience for networking & relaxation
- Competent service & friendly staff
- Easy & fast booking
- Specialization on business guests
- Sustainable & environmentally conscious hospitality

## ENJOY

### Pleasure for creative minds

- Hotel's own restaurant & bar
- Fresh culinary creations by our restaurant team
- Wide range of offers from snacks during breaks to tasty dinner
- Individual gastronomic support
- Consideration of special dietary requirements
- Vegetarian & vegan options
- Sustainable concept through the use of organic products & the support of local producers

## CONFERENCE MAP

2026



## RHEIN

up to 30 people  
room size: 55 m<sup>2</sup>

### room equipment

- Bright, modern, and stylish design
- Ideal for meetings, training sessions, and seminars
- Private restroom facilities
- Separate entrance for undisturbed work
- 65-inch 4K flat-screen with HDMI connection
- Top-quality picture and sound
- Kitchen counter
- Comfortable work atmosphere through thoughtful design
- Air conditioning

### seating arrangement

- Row of chairs: 30 • Block form: 25
- U-shape: 25 • Circle of chairs: 20
- Parliamentary style: 15

### standard equipment

- 1x flipchart and paper
- 65-inch 4K flat-screen
- 1x bulletin board
- Writing utensils
- Moderation case
- Wi-Fi (high-speed DSL)

## MOSEL

up to 25 people  
room size: 42 m<sup>2</sup>

### room equipment

- Direct access to the hotel lobby
- Option for buffet setup
- Suitable for workshops, meetings, corporate events, and presentations
- Equipped with two 65-inch 4K flat-screens with HDMI connection, one of which is portable
- Additional available projector with screen for presentations
- Modern technology and flexible usage options
- Air conditioning

### seating arrangement

- Row of chairs: 25 • Block form: 23
- U-shape: 20 • Circle of chairs: 15
- Parliamentary style: 12

### standard equipment

- 1x flipchart and paper
- 1x projection screen
- 1x bulletin board
- Writing utensils
- Moderation case
- Wi-Fi (high-speed DSL)

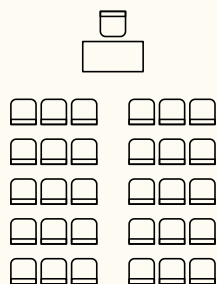
### additional conference technology

Available upon request and for an additional fee:

- |  |                   |
|--|-------------------|
| • Video projector with screen                          | 30.00 €           |
| • 65-inch mobile 4K color monitor with HDMI connection | free of charge    |
| • Podium   | 25.00 €           |
| • Microphone system                                    | 30.00 €           |
| • Standing tables with covers (6 available)            | 15.00 € per piece |
| • Printing and copying service                         | 0.30 € per page   |

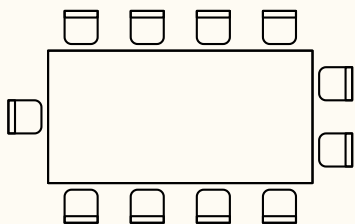
## RHEIN

## MOSEL



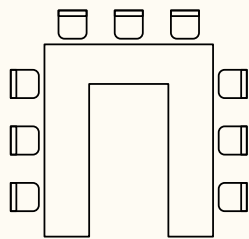
Row of chairs:  
max. 30 people

Row of chairs:  
max. 25 people



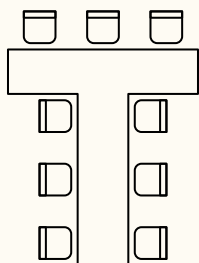
Block seating:  
max. 25 people

Block seating:  
max. 23 people



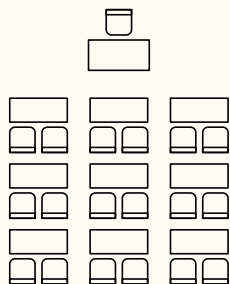
U-shape:  
max. 25 people

U-shape:  
max. 20 people



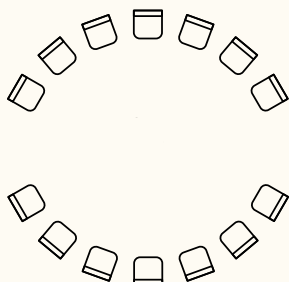
T-shape:  
max. 15 people

T-shape:  
max. 12 people



Parliamentary style:  
max. 15 people

Parliamentary style:  
max. 12 people



Circle of chairs:  
max. 20 people

Circle of chairs:  
max. 15 people





## Our basic conference package:

- Use of a conference room for one day (depending on the group size)
- Standard conference equipment (1 x flipchart, 1 x screen or 1 x 65-inch 4K flat screen with HDMI connection, 1 x pin board, 1 x presentation case, writing utensils)
- Use of high-speed WLAN throughout the building

### up to 2 hours

Rhein 100,00 €

Mosel 95,00 €

### up to 4 hours

Rhein 130,00 €

Mosel 125,00 €

### up to 6 hours

Rhein 150,00 €

Mosel 145,00 €

### up to 8 hours

Rhein 220,00 €

Mosel 175,00 €

Combine easily and conveniently from our conference modules  
a conference package individually tailored to your wishes:

### Overnight stays:

- Bed and breakfast in a single room from 95,00 € per room and night
- Bed and breakfast in a double room double room from 115,00 € per room and night

Accommodation prices may vary depending on season and availability. Upgrades to superior rooms available on request and at an extra charge.

### Conference request

[Download your conference request here and fill it out conveniently.](#)

### Drinks (prices per person):

- Water & apple juice (unlimited) € 15,00
- Soft drinks in the conference room (unlimited) 17,00 €
- Unlimited soft drinks, water and coffee with lunch or dinner € 12,00

### Coffee breaks

#### (prices per person and break):

- Classic coffee break with coffee, tea, pastries and fruit 15,00 €
- Sweet coffee break with coffee, tea, pastries and sheet cake € 17,00
- Vital coffee break with coffee, tea, fruit juice, muesli, yoghurt and a vitamin-rich fruit basket 20,00 €

### Snacks (prices per person):\*

- Half sandwiches (3 halves per person) 10,50 €
- Snack buffet with sandwiches 12,00 €
- Finger food of the chef's choice 22,00 €

### Lunch and dinner (prices per person):\*

- Light business lunch (2-course menu with choice of main course) 28,00 €
- Lunch (3-course menu with choice of main course of your choice) incl. 1 soft drink 33,00 €
- Dinner (3-course menu with main course of your choice) incl. 1 soft drink 35,00 €

\* All snacks and menus are also available vegan on request.

Do you only need a **half-day package** or are you planning a short **business meeting**?  
We are flexible and happy to support you with smaller events too. Do not hesitate to contact us.  
We will be happy to provide you with an offer that is perfectly tailored to your needs.





## Reservation

Based on your conference inquiry, we will prepare a detailed offer for you that contains all the relevant information and prices for the services you require. As soon as you sign and return the offer to us, your reservation is binding.

For events with a planned total turnover of €750 or more, a deposit of 50% of the total amount is required. The deposit must be paid at least 2 weeks before the start of the event.

After the event, you can settle your outstanding bill directly on site or conveniently by invoice, provided we have received a declaration of assumption of costs.

We accept cash, EC and Maestro cards as well as MasterCard, VisaCard and AMEX credit cards. Instant bank transfers are also possible.

Final invoices are due immediately upon receipt and without deduction.

## Warranty and payment processing

For events with a planned total turnover of €350 or more, we require a company credit card to guarantee the reservation. If your company does not have a company credit card, you can instead send us an official declaration of assumption of costs in written form, stamped and signed.

## Rebooking and cancelation

Conference without catering:

Cancellation free of charge up to 3 days before the start of the conference

Conference with catering:

Cancellation free of charge up to 7 days before the start of the conference

Conference with catering and up to 5 rooms:

Cancellation free of charge up to 10 days before arrival

Conference with catering and more than 5 rooms:

Cancellation free of charge up to 3 weeks before arrival

We are aware that the number of participants at your conference can sometimes change at short notice. In order to be able to react flexibly, we ask you to inform us of the exact number of participants at least 3 working days before the start of the event. Individual participants can be canceled free of charge, provided that the minimum number of participants for the conference is not exceeded. In this case, we will issue the invoice based on the minimum number of participants stated in the offer. This ensures that the event can still be held economically.

Any changes or cancelations must be made in writing and require the consent of the hotel.

Cancellations made outside of the free cancellation periods or in the event of a no-show will be charged at 90% of the agreed price. No refund can be granted for subsequent nights not used.



## Single room Business | approx. 14 m<sup>2</sup>

Our modern and stylishly designed Business single room with its own work area is ideal for concentrated work and relaxed rest. The free high-speed WiFi offers optimal connectivity, and the flat-screen HD TV provides the best entertainment after a busy day. The perfect choice for business guests or solo travelers.

**Equipment:** Single bed (90-140cm wide), shower, WC, desk, closet

## Our inclusive services for all rooms when booking:

Satellite full HD LCD TV, high-speed WiFi, a bottle of mineral water, hairdryer, USB port, 10% discount on all meals in our restaurant.

## Business twin room | approx. 15-17 m<sup>2</sup>

Our Business twin room is characterized by a bright and friendly atmosphere and modern furnishings. In addition to the comfortable beds, this room also has its own work area. The furnishings are tailored to the needs of business travelers and those seeking relaxation to ensure an all-round successful stay. You are also welcome to book this room for single use.

**Equipment:** 2 x single bed (90cm wide), shower, WC, desk, closet



## Superior twin room | approx. 24 m<sup>2</sup>

Wenn Sie noch mehr Komfort bevorzugen, sind unsere Zweibettzimmer Superior genau das Richtige für Sie. Ein Schreibtisch sowie ein separater Sitzbereich gehören in diesem hellen und freundlichen Zimmer ebenso zur Grundausstattung. Einige Zimmer dieser Kategorie haben ein Badezimmer mit Tageslicht. Die Einrichtung ist speziell auf Geschäftsreisende, aber auch auf Erholung suchende Reisende ausgerichtet.

**Ausstattung:** 2x Einzelbett (90cm breit), WC, Badewanne, Couch, Nespresso-Kaffeemaschine, Schreibtisch, Kleiderschrank





## BREAKFAST

**Monday**

06.30 - 10.00 a.m.

**Tuesday**

06.30 - 10.00 a.m.

**Wednesday**

06.30 - 10.00 a.m.

**Thursday**

06.30 - 10.00 a.m.

**Friday**

06.30 - 10.00 a.m.

**Saturday**

07.00 - 11.00 a.m.

**Sunday**

07.00 - 11.00 a.m.

Enjoy a selection of freshly prepared food and drinks, including aromatic coffee specialties and teas, fruit juices, crispy rolls, croissants, muesli, fresh fruit and vegetables, yoghurt, cold cuts, cheese, egg dishes, sausages and much more. Customize your breakfast according to your taste and experience a delicious start to the day. Vegans and vegetarians can also look forward to a rich breakfast selection.

We are also happy to offer gluten-free or lactose-free options if you book in advance.

## RESTAURANT

**Monday - Thursday**12.00 - 14.30  
and  
17.00 - 22.30**Friday - Sunday**

07.00 - open end

Our varied menu offers delicious bowls, juicy burgers, fresh salads, tender steaks, the classic Wiener schnitzel and much more. You can also look forward to an extensive wine list with exquisite wines from renowned wine regions - from the Rhine and Moselle or from all over the world.

You can also enjoy our modern, light and varied cuisine without meat: the selection of vegan and vegetarian dishes will delight you. We are happy to cater for food intolerances and dietary requirements by prior arrangement.



# KOBLENZ ERLEBEN!



The dynamics of a conference event also depend on team spirit, which has a motivating effect. Set an exclamation mark for the success of your event with a team event. Koblenz offers a wide range of options for this. We have put together four of them for you.

## Strengthen team spirit

Friendly competition promotes team spirit and commitment to common goals. As a team-building activity, bowling offers the ideal mix of fun, interaction and cooperation. Anyone can take part, regardless of age or fitness level, and enjoy it immediately. We organize your bowling experience and you focus on the essentials - having fun together and reigniting your team dynamic.

## Experience history

Discover and get to know one of Germany's oldest cities together. A two-hour tour through the historic old town takes you to important sights such as the Kaiser Wilhelm Monument at the Deutsches Eck, the Electoral Palace, St. Castor's Basilica, the Schängelbrunnen fountain and the modern Forum Confluentes. The tour is both informative and entertaining and offers an insight into the diverse history of Koblenz.

For nature lovers, there are numerous walking, hiking and cycling trails along the Rhine and Moselle in Koblenz and the surrounding area that lead through beautiful landscapes.



### Enjoy wine culture

Immerse yourself in the world of wine on a guided wine cellar tour. An experienced winemaker will show you the winemaking process from the grape to the bottle. Afterwards, you can taste a selection of the best wines, accompanied by delicious snacks. The excursion is not only educational, but also offers the opportunity to get to know each other better in a relaxed atmosphere. Don't miss this opportunity to strengthen your team in a natural and relaxed environment.

### You want to aim high!

We will be happy to organize tickets for the cable car ride and admission to Ehrenbreitstein Fortress, one of our city's most famous sights. Enjoy the breathtaking view during the ride and discover the historic fortress with all its treasures.

We can also recommend numerous sights and unique places of interest in Koblenz and the surrounding area. Contact us to organize your event according to your wishes. We look forward to supporting you in the planning and realization of an unforgettable event.





## Shaping the future together: greener, better, more sustainable.

We attach great importance to sustainability and regionality and thus the continuous reduction of our ecological footprint. Therefore, we would like to briefly introduce you to the measures that will enable you to enjoy an environmentally conscious stay with us. Thanks to our central location and optimal connections to local and long-distance transport, we are your ideal partner for environmentally friendly travel. Our hotel relies on energy-efficient technologies and resource-saving materials. This includes LED lamps throughout the hotel, state-of-the-art HD televisions, water-saving taps and the use of sustainable packaging from Koalapapp. By purchasing products from local businesses, we not only guarantee fresh, high-quality ingredients, but also support the regional economy and help to reduce environmentally harmful emissions. The consistent avoidance of food waste, waste separation and recycling are a matter of course for us. For example, we have set up recycling stations on every floor and in the conference rooms. By displaying appropriate notices in public areas and in the rooms, we promote our guests' awareness of the need to treat our environment and its valuable resources responsibly. Our partner for hotel laundry and our regional brewery are climate-neutral and are involved in many climate protection programs.

Let us convince you of our environmentally conscious commitment and service at your conferences.





## Arrival and departure

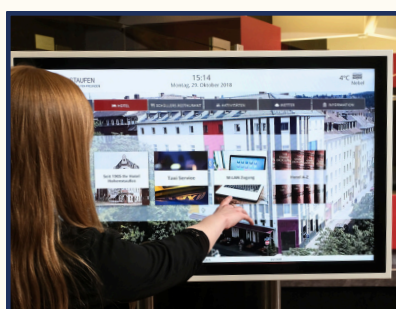
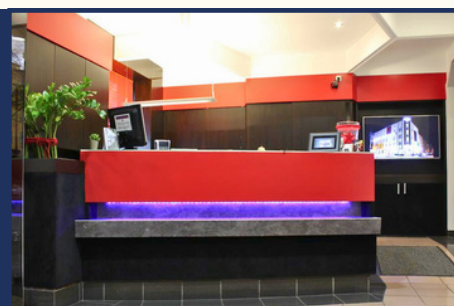
Check in: from 14.00 hrs

Check out: until 11.00 am

If the event starts early in the morning, we recommend arriving the day before to ensure a smooth start. Otherwise, we will gladly and safely store the participants' luggage until the hotel rooms are ready for occupancy.

## Reception

We want to ensure that your stay is as pleasant and smooth as possible and are there for you around the clock.



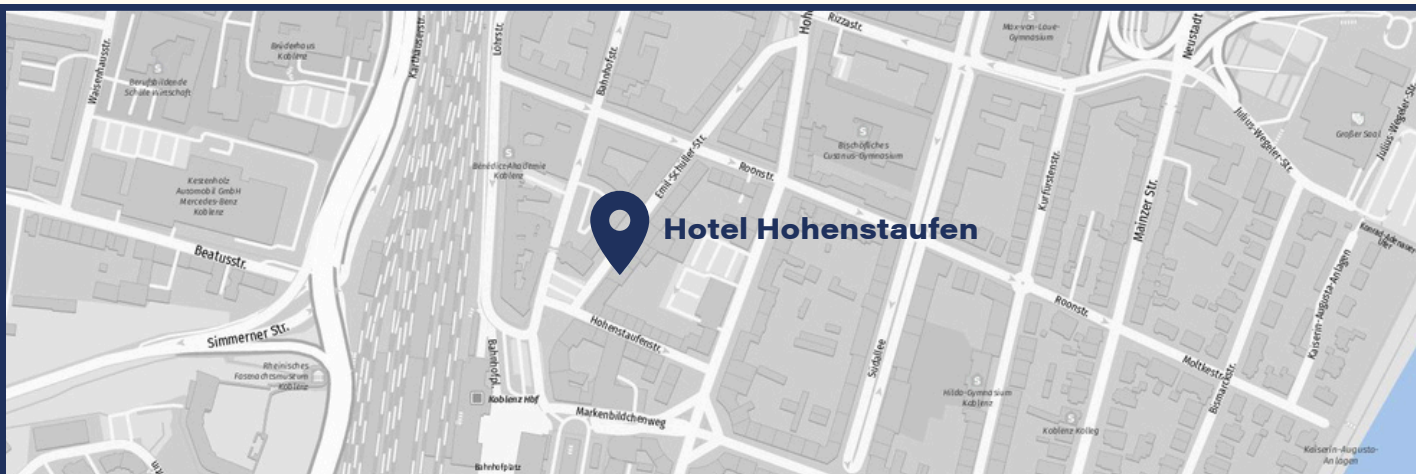
## Lobbit

Lobbit - your digital concierge - is also there for you around the clock. You can experience our Lobbit with any touch-enabled device and access our services and information at any time.

## Dogs

Is your dog with you? No problem for us if you book in advance and pay a cleaning fee, as we are a dog-friendly hotel. Let us know when you book so that we can prepare everything for you and your four-legged friend.





## Address

Emil-Schüller-Str. 41-43  
56068 Koblenz

## Location

- southern city center
- 200 m to the main station
- 500 m to the city center

## Train journey

Get off at Koblenz Hauptbahnhof station and take the main exit. Cross the crosswalk and then turn left. Walk straight ahead for 50 meters and you have arrived.

## Car access:

**from the north (Cologne/Bonn)**  
**from the south (Frankfurt) and south (Ludwigshafen/Mainz)**

- A61 to Koblenz junction
- A48 direction Koblenz
- Exit Koblenz onto the B9

**from the south (Frankfurt)**

- A3 to Dernbacher Dreieck
- A48 direction Koblenz/Trier
- Exit Koblenz onto the B9

**from the west (Trier)**

- A48 to Koblenz junction
- straight on towards Koblenz
- Exit Koblenz onto the B9

After the Europabrücke bridge, drive straight ahead onto Friedrich-Ebert-Ring in the direction of Montabaur/Pfaffendorfer Brücke. Take the third exit on the right into Hohenzollernstraße and then take the second right into Emil-Schüller-Straße.

## Parking

If you are arriving by car, there are public, paid parking spaces directly in front of the hotel. These are free of charge on weekdays from 20:00 to 08:00 and on Sundays and public holidays. Alternatively, we recommend the underground car park at the main train station, which is only 100 meters away.

The maximum daily rate is currently €20 per vehicle.



# MEETING REQUEST

Please send the completed form to  
[info@hohenstaufen.de](mailto:info@hohenstaufen.de) or by fax to +49 (0) 261 3014-444

We will be happy to advise you. You can reach us at  
Phone +49 (0) 261 3014-0

You can find our data protection information at:  
<https://hohenstaufen.de/datenschutzerklaerung>

## Organizer

Company \_\_\_\_\_ Contact person \_\_\_\_\_

Street, No. \_\_\_\_\_ ZIP code, city \_\_\_\_\_

Telephone \_\_\_\_\_ E-Mail \_\_\_\_\_

## Event

Event date and period	Number of participants (incl. seminar leader)
_____	_____
_____	_____
_____	_____

## Room

	up to 2 hours	up to 4 hours	up to 6 hours	up to 8 hours
Room Rhein	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Room Mosel	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Equipment

<input type="checkbox"/> Video projector with screen (Conference room Mosel)	<input type="checkbox"/> 65-inch mobile 4K color monitor with HDMI connection
<input type="checkbox"/> Microphone system	<input type="checkbox"/> Lectern
<input type="checkbox"/> Bar tables with covers (6 pieces in stock)	<input type="checkbox"/> Printing and copying service



## Catering

### Drinks

- ☐ Water & apple juice (unlimited)
- ☐ Soft drinks in the conference room (unlimited)
- ☐ Unlimited soft drinks, water and coffee with lunch or dinner

### Coffee breaks

- ☐ Classic coffee break with coffee, tea, pastries and fruit
- ☐ Sweet coffee break with coffee, tea, pastries and sheet cake
- ☐ Vital coffee break with coffee, tea, fruit juice, muesli, yoghurt and a vitamin-packed fruit basket

### Snacks

- ☐ Half sandwiches (3 halves per person)
- ☐ Snack buffet with sandwiches
- ☐ Finger food of the chef's choice

### Lunch and dinner

- ☐ Light business lunch (2-course menu with choice of main course)
- ☐ Lunch (3-course menu with choice of main course) incl. 1 soft drink
- ☐ Dinner (3-course menu with choice of main course) incl. 1 soft drink

### Overnight stays

Arrival:: \_\_\_\_\_

Departure: \_\_\_\_\_

☐ Overnight stay with breakfast in a single room

Number of rooms: \_\_\_\_\_

☐ Bed and breakfast in a double room

Number of rooms: \_\_\_\_\_

### Other

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# DECLARATION OF ASSUMPTION OF COSTS

We hereby confirm that the costs of the following booking at the Hotel Hohenstaufen will be covered by our company.

## Company data

Company: \_\_\_\_\_  
Contact person: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

Credit card information: ☐ Visa ☐ Mastercard ☐ AMEX  
Credit card usage: ☐ Guarantee of reservation ☐ Load on the day of departure  
Credit card type: ☐ Corporate credit card ☐ individual (personalized)

Credit card holder: \_\_\_\_\_  
Credit card number: \_\_\_\_\_  
Valid until: \_\_\_\_\_

## Booking information:

Reservation number: \_\_\_\_\_  
Guest name: \_\_\_\_\_  
Date of arrival: \_\_\_\_\_  
Departure date: \_\_\_\_\_  
Services: ☐ Overnight stay ☐ Breakfast ☐ Additional services  
Which additional services: \_\_\_\_\_

## Payment:

We hereby authorize Hotel 41 GmbH (Hotel Hohenstaufen) to charge the specified credit card or to issue an invoice for the amount due. Deposit and final invoices are due immediately and without deduction upon receipt of the invoice. If no payment has been made, the above-mentioned credit card will be debited with the corresponding amount 7 days after the invoice has been issued.

We hereby accept this declaration of assumption of costs in accordance with the General Terms and Conditions of Hotel 41 GmbH and the above conditions.

You can find our data protection information at: <https://hohenstaufen.de/datenschutzerklaerung>

Name of the signatory (in block capitals): \_\_\_\_\_

Stamp, date and signature: \_\_\_\_\_

**Please return the completed form to us by e-mail: [info@hohenstaufen.de](mailto:info@hohenstaufen.de)  
or fax: +49 261 3014444 to us. Thank you very much!**