

# Metals Conference Centre / MCC

Avenue de Tervueren 168, 4<sup>th</sup> floor  
B - 1150 Brussels

## MEETING ROOM RESERVATION FORM

Please send the completed form back to: [bookings@metalsconferencecentre.be](mailto:bookings@metalsconferencecentre.be)

Organisation

Contact person: First name

Contact person: Last name

Email

Phone #

Address

VAT #

Date & Signature



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## CHOOSE A ROOM

- ALUMINIUM (20 ppl)
- GOLD (20 ppl)
- ALUMINIUM/GOLD (40 ppl)
- METALS (18 ppl)
- ANTIMONY (18 ppl)
- METALS/ANTIMONY (36 ppl)

## CHOOSE AN EQUIPMENT

- Video conferencing system
- Projector only
- Wireless microphone + speakers

## DATE

## TIMING

Starting time	Coffee break	Lunch break From – To	Coffee break	Ending time

## CATERING (if you are based outside of Belgium only):

please provide the list of lunch prices/possibilities and order lunch

## NUMBER OF PERSONS

## FORMAT

- Board
- U shape
- School
- Theatre

