



MEETINGS AND EVENTS

FAIRMONT THE NORFOLK



THE IDEAL VENUE

Fairmont the Norfolk is the ideal meeting venue for you. For over a century, business has been discussed and deals struck on the verandah of this iconic heritage hotel. Tropical gardens weave throughout the intimate boutique style-hotel reflecting the majesty of a bygone era. We specialize in meetings and events, and can accommodate up to 200 delegates in our 8 distinctive meeting and event venues. The hotel is specialized to accommodate events ranging from executive board meetings to lavish conventions. We offer a dedicated Conferences & Events team who will manage and execute your event carefully considering every detail, to ensure it is successful and memorable.









FUNCTION ROOMS

From small to large groups alike, we offer a selection of tastefully furnished rooms. The meeting rooms' options include an elegant ballroom, accommodating up to 200 guests and pays homage to Kenya's history with a remarkable collection of artwork and artifacts. The Tinga Tinga Room, which can be divided into two is ideal for luncheons, cocktail receptions and conferences for up to 100 guests. Our four boardrooms with a capacity from 6 to 12 guests are ideal for executive meetings.



CAPACITY

MEETING ROOMS	m2	 U-shape	 Classroom	 Theatre	 Banquet	 Board	 Reception
Ballroom	1978	70	160	250	150	60	250
North ballroom	94.5	40	60	100	60	45	100
South ballroom	94.5	40	60	100	60	45	100
Tinga Tinga Room	139.5	40	60	100	60	35	100
Tinga Tinga Room1	87.5	30	40	60	40	25	70
Tinga Tinga Room 2	52.0	15	25	30	25	25	25
Menengai	29.8	-	-	-	-	12	-
Longonot	24.8	-	-	-	-	10	-
Batian	24.1	-	-	-	-	8	-
Lenana	23.1	-	-	-	-	6	-



MEETINGS PACKAGES

Our meetings packages comprise of:

- 24 hour meeting package
- Full day meeting package
- Half day meeting package
- Short meeting or press briefing
- Saturday and Sunday (half day)
- Saturday and Sunday (full day)

MEETING ROOMS PROVISIONS

- Stationery - writing pad, pen pencil & eraser
- Mints
- mineral water per delegate (½ liter)
- 1 Flip chart stand, paper and markers
- 1 LCD Projector
- Projection Screen
- Complimentary Internet Access
- Free, secure parking at the KBC car park





SOCIAL EVENTS

Our meetings and functions venues are great for memorable events. The elegant ballroom is ideal for an intimate dinner with friends or family, a cocktail party or for that classic wedding reception. Get together for a delectable steak and whiskey dinner at Tatu Patio restaurant for an unrivalled fine dining experience with a view of the manicured gardens featuring the best cuts of well-aged beef specially prepared by our chef and paired with the finest single malt whiskies.

Choose one of our menu and venue options and your work is done! Our team will plan everything for you while our chef will indulge you in a variety of tantalizing menus.



