



Meetings & Events



VAN DER VALK HOTEL
BRUSSELS AIRPORT

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WELCOME!

Van der Valk Hotel Brussels Airport is located less than a five minute drive from Zaventem airport and about 20 minutes from the vibrant city center of Brussels. With 219 rooms, 5 suites and 13 modern and multifunctional meeting rooms and a contemporary and cosy restaurant and bar & lounge, we are the perfect starting base for both business and leisure guests. In addition, the hotel has an on site spacious parking garage.

“Meeting in the sky with diamonds”

At our top level seventh floor, you'll literally find yourself in the seventh heaven! With views overlooking Zaventem International Airport, the city of Brussels and even the Atomium your meeting is guaranteed to be high level so to speak. We can host your dinners, receptions and other festive events in a remarkably beautiful entourage and it goes without saying that we will ensure that all your demands are met.

We have thirteen banqueting rooms in various sizes on offer and a modern and ambient Sky Lounge with bar. Perfect for coffee breaks and for gettogethers. We can provide a number of meeting accessories and AV equipment. Room combinations are possible and we provide a large assortment of lunches and dinners. Extra service in the field of meetings and congresses includes a number of attractive packages allowing you to work fast and efficiently. We are looking forward to meeting you during your business or festive get-together! For all questions concerning your meeting and a custom quotation:

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MEET IN STYLE

Van der Valk Hotel Brussels Airport has 13 fully equipped multifunctional meeting rooms. It is the perfect starting base for each type of meeting, congress, seminar or training. We provide professional assistance, prior to, during and after your event!

SILVER Meeting Package

- **Permanent coffee break throughout the day**
Water, coffee, tea, candy and soft drinks in your banqueting room
Water, luxury coffees, tea, juices and soft drinks in the lounge
- **Sandwich lunch, water & soft drinks included (in the restaurant)**
Soup served, sandwiches on the table
- **Room rent: Plenary room**
- **Beamer - flipchart – screen – pens - paper**

PLATIUM Meeting Package

- **Permanent coffee break throughout the day**
Water, coffee, tea, candy and soft drinks in your banqueting room
Water, luxury coffees, tea, juices and soft drinks in the lounge
- **Hot & Cold lunch buffet with soft drinks, water, coffee and tea included (in the restaurant)**
3 hot items, salads, a selection of cold dishes, desserts and fruit
- **Room rent: Plenary room**
- **Beamer - flipchart – screen – pens - paper**
- **Free parking during your stay**

A little something extra...

Especially for our guests who want to have something extra, we have the Crystal boardroom. In this exclusive area, with private terrace, you can meet in peace and quiet while enjoying luxury seats. The Marble is a separate room next to Restaurant Catharina. The room is separated by a soundproof glass wall and due to its unique location it is perfect for private lunches and dinners. Looking for a unique location for a private brainstorm? Our terrace house guarantees an inspiring and original environment. A cosy cottage during the winter, a laid-back Cabana during the summer. We have put together special packages for our boardrooms. We are happy to inform you about these.

All of our banqueting rooms have:

- Free high speed WI-FI internet
 - Fridge in the room with free soft drinks
 - Beamer
 - Air-conditioning
- Feel free to contact us if you wish to receive a custom quotation according to your specific wishes.





Compose your own meeting package according to your requirements

Lunch formulas à la carte

Multi-day meeting? If so, it is nice to alternate your lunch formula. Would you rather have a quick or a lavish lunch at our restaurant? We have several proposals for you:

- **Sandwich buffet lunch**
Various sandwiches, fresh salads and a dessert buffet
- **2-course lunch, selected by the chef**
Main course and dessert
- **3-course lunch, selected by the chef**
Appetizer, main course and dessert

Coffee formulas à la carte

Would you like to have something extra during one of your breaks? Ask about our extensive options:








- **Deluxe coffee breaks**
Give your coffee break just that little bit extra
- **Seasonal break**
Coffee break with seasonal products
- **Healthy break**
Various healthy snacks.
- **Theme break**
Christmas, Easter, color themes...anything you can come up with, we can realize
- **All Chocolate break**
Delicious variety of Belgian chocolates
- **Belgian break**
Assortment of typically Belgian snacks
- **Salty break**
Savory snacks with associated fresh beverages

Organizing a tradeshow?

Our seventh floor is a unique location for this, and meanwhile we have extensive experience in catering such events. During the week or in the weekend, we will do everything in our power to make your tradeshow a successful event.



Meeting Room Capacities

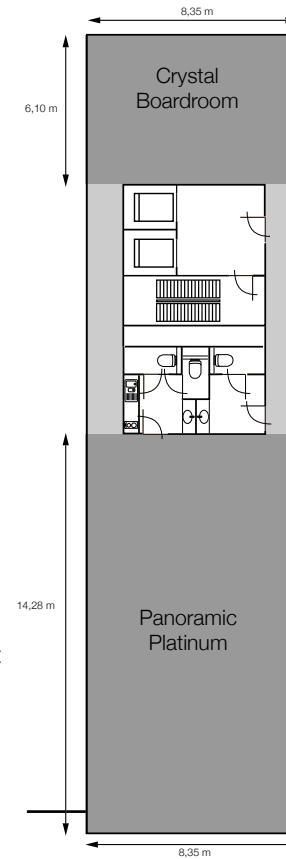
								
Meeting rooms	M2	Theatre	Class	U-shape	Cabaret	Banquet	Boardroom	Cocktail
Ground Floor								
Ivory	53	40	20	16	15	40	18	55
Gold	57	20	15	10	15	30	12	30
Pearl	68	44	30	24	35	50	26	70
Ivory-Gold	110	80	40	20	42	65	22	100
Ivory-Gold-Pearl	178	100	70	x	x	200	x	250
Marble	32	x	x	x	x	24	24	x
Chalet/Cabana	25	x	x	x	x	x	x	75
5th Floor								
Crystal Boardroom	36	x	x	x	x	x	18	x
Panoramic Platinum	150	x	60	x	x	x	x	x
7th Floor								
Diamond & Sky Lounge	330	300	180	x	120	200	x	400
Diamond	181	160	108	30	60	80	60	130
Emerald	50	40	25	18	24	32	18	45
Ruby	50	40	25	18	24	32	18	45
Aquamarine	50	40	25	18	24	32	18	45
Onyx	50	40	25	18	24	32	18	45
Jade	50	40	25	18	24	32	18	45
Sapphire	50	40	25	18	24	32	18	45
Emerald-Ruby	100	80	45	32	42	60	34	110
Jade-Sapphire	100	80	45	32	42	60	34	110

High-Tech Meetings

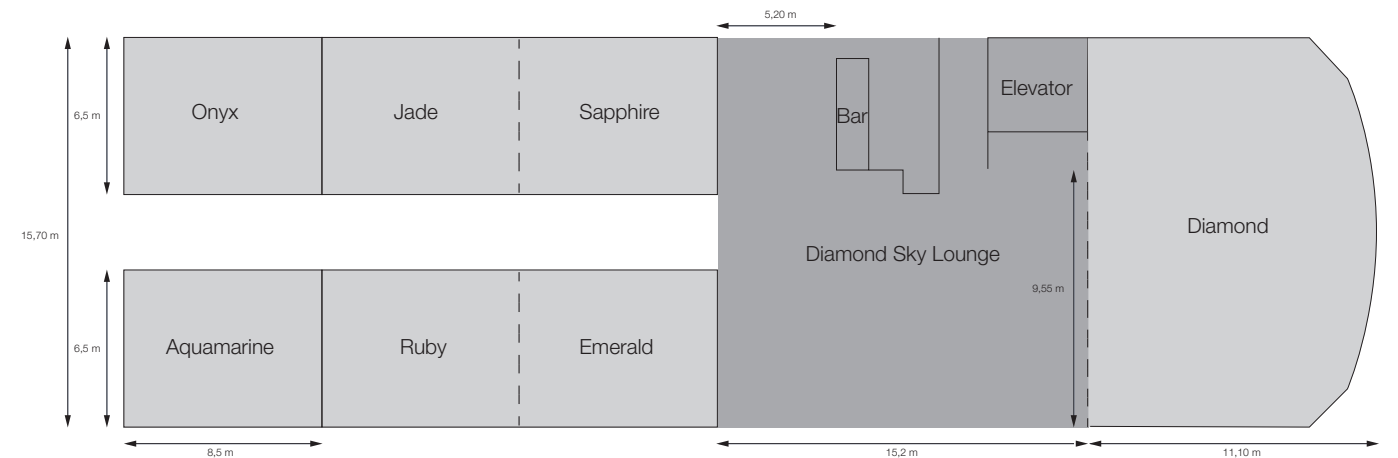
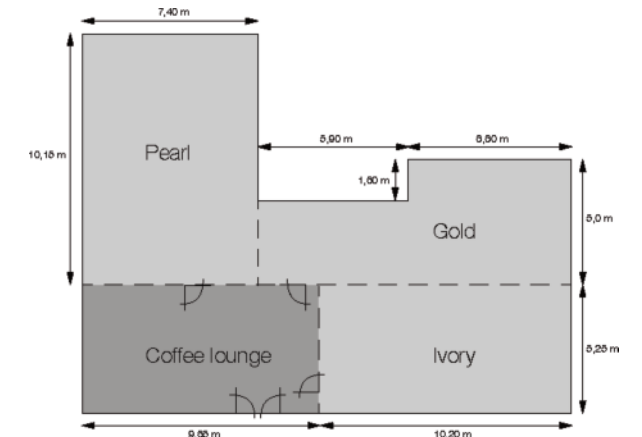
All of our banqueting rooms are equipped with a beamer, flip chart and screen. Of course it is also possible to meet any requirements you have regarding AV equipment. We are happy to make you a price proposal.

Some options:

- Extra flip over
- Extra screen
- Whiteboard with markers
- VHS recorder
- Television
- DVD-player
- Mini DV Camera + tripod
- Extra beamer
- Laptop
- CD-player
- Laser printer
- Inkjet color printer
- Microphone on stand
- Spiderphone
- Hand microphone
- Sound system
- 42" Plasma + stand
- 50" Plasma + stand
- Permanent technical support
- Hostess
- Stage
- Dance floor



In addition to all of this we have a wide range of additional technological features and extensions to what is listed above. So don't hesitate to let us know your wishes during your function.





WINING & DINING

Wenst u graag een diner te organiseren voor uw groep in ons restaurant of in een aparte ruimte? Dat kan zeker! Geef uw suggesties en onze chef zal een op maat gemaakt menu bezorgen rekening houdend met de grootte van de groep, de seizoenen, uw budget en wensen.

Be seduced by our buffets

Be seduced by our buffets

Buffet types:

7th Heaven

- Assortment of luxurious cold and hot appetizers
- Soup
- 5 luxurious hot main courses with salads
- Several hot side dishes
- Rich dessert buffet
- Coffee, tea and mignardises

Passion for food

- Assortment of cold and hot appetizers
- Soup
- 5 hot main courses with salads
- Several hot side dishes
- Rich dessert buffet
- Coffee, tea and mignardises

In our buffets, the seasons are taken into account with regard to product and dish selection and our chef is happy to put together a buffet to your liking. Don't hesitate to ask us for a sampler!

Upgrades

- A dish of your choice, served at your table
- Show cooking.

Sit back, relax and taste!

Our chef is happy to put together a menu of your liking. Put together your menu based on the guide below:

Amuse

—

Cold appetizer

Vegetarian appetizer

Hot appetizer

—

Soup

—

In-between course

—

Sorbet

—

Fish main course

Meat main course

Vegetarian main course

—

Cheese platter

—

Dessert

—

Coffee, tea and mignardises





Let's have a drink!

Want to relax after a rough day at the office? Or would you like to have an aperitif as a prelude of what is to come? Our QC Bar & Lounge is the perfect place for a cold pint, a delicious cocktail or a glass of champagne. Looking for a more unique location. In our bar at the 7th floor with a beautiful view, you'll have your head in the clouds and our Chalet/Cabana at our terrace is unique for the region.

For groups of 10 people ore more, we can propose several cocktail formulas which may serve as a guide to you. Of course you can change and supplement these to your liking.

Wines & Softs

Soft drinks, fruit juices, beers on tap and house wines.

Little Bubbles:

Cava, soft drinks, fruit juices, beers on tap and house wine.

Big Bubbles:

Champagne, soft drinks, fruit juices, beers on tap, a selection of Belgian beers and house wine.

If desired, we can also add spirits to this, but only as a supplement.

Cocktails:

Want to boast with a true cocktail bar?

Mojito, Margarita, Caipirinha, Bloody Mary, Tequilla Sunrise, Cosmopolitan... The possibilities are endless! Our bartender will shake your cocktails live for you!

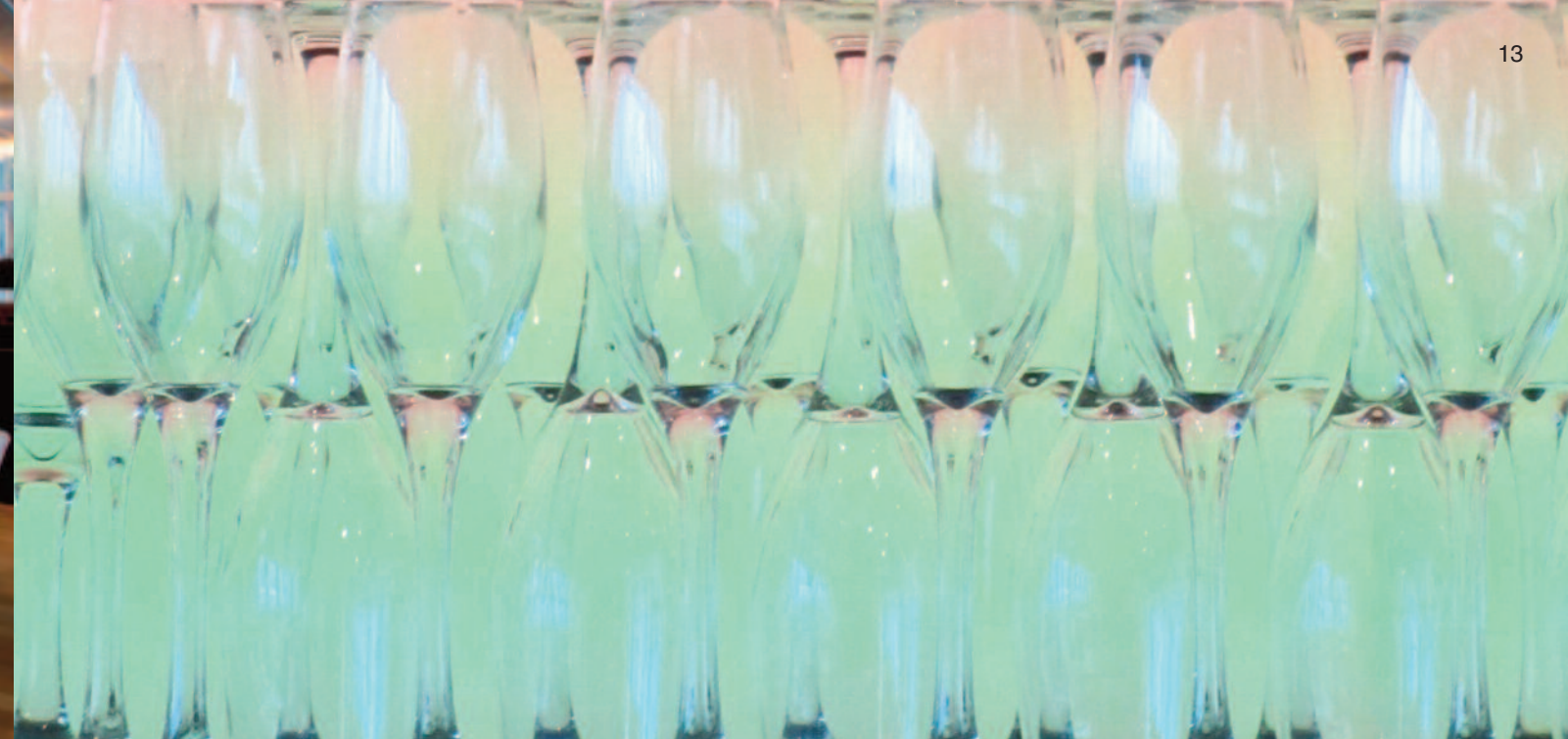
During these drinks you will be provided with olives and nuts.

Cocktails:

Want to boast with a true cocktail bar?

Mojito, Margarita, Caipirinha, Bloody Mary, Tequilla Sunrise, Cosmopolitan... The possibilities are endless! Our bartender will shake your cocktails live for you!

During these drinks you will be provided with olives,



Let's have a bite!

Delicious bites for the small appetite!

Happy Hour buffet

Olives, cheese, chorizo, salami and veggies with dip. Several savory hot snacks

Happy Hour buffet Deluxe

Olives, cheese, chorizo, salami and veggies with dip. Several luxurious savory hot snacks

Canapés of your choice

Your selection of cold, hot or deluxe snacks

Our selected wines

Our sommelier will be happy to supplement your menu with carefully selected wines. We are happy to present you several packages:

- **Housewines**
Selection of our house wines, perfect for each menu

- **Sommeliers Selection**
White and red wines selected by our sommelier based on your menu

All of these wine packages include water, soft drinks and draft beers. Of course you can always choose from our rich wine menu or order your beverages with the diner à la carte.





Sunny cocktails & Snowy glühwein

Looking for an original location for your corporate get-together, family event, birthday or something else? On the terrace of Hotel Brussels Airport, you'll find a cottage where you can experience the true après ski sensation during the winter, and find yourself in a true Cabana during the summer. Each season, we offer attractive and applicable packages. We are happy to inform you about them.

Cottage

Skis next to the door, a reindeer head against the wall, sixteen feet tall Christmas trees next to it and of course, a cozy bar with delicious schnapps. Guaranteed to give you that warm, tingly feeling! In addition, we have a snow cannon, making us one of few party locations in Belgium that always has snow, guaranteed!

Cabana

In April, the cottage is converted into a summery cocktail bar, making it a spectacular location for a summer party! Think Hawaiian garlands, surf boards and beach chairs. The perfect location for a private barbecue!



Step out of the box and enjoy!

Van der Valk Hotel Brussels Airport goes the extra mile. We love to help you organize your custom event.

Walking dinner

Your guests can have a taste of a nice assortment of small dishes, presented on small plates and served by our waiters. The ultimate culinary delight!

Brunch

Enjoy a relaxing atmosphere of delicious appetizers, main courses and desserts. For groups of fifty people or more, this is possible in a private room, smaller groups can join the brunch on Sundays.

Theme parties

Christmas, New Year's Eve, Sinterklaas, Easter, Valentine's Day...no matter the theme, we can turn it into something wonderful!

Live-cooking

Want some entertainment during your event? Our chef will be the show stopper with a live cooking stand at your buffet.

Barbecue

A delicious barbecue during a beautiful summer's day with a refreshing cocktail on our terrace. When the temperatures drop, we have a winter BBQ in our cozy cottage.

Food stands

Spanish treats, Thai stir-frying, Oyster bar, Belgian fries...everything is possible!

Custom snacks

Buffet with international snacks such as tapas, sushi, Italian antipasti...





PARTY TIME!

Looking for a unique location for your staff party? The seventh floor of Van der Valk Hotel Brussels Airport is guaranteed to blow your mind! From up here, you have a spectacular view of the planes landing and taking off, the airport and Brussels. You can even see the Atomium! Whether you are planning a reception, a simple informal reception, dance party or a theme night; we can accommodate you. We are happy to assist you in the planning process, to make your party the event of the year.

Spectacular panorama

Having a party overlooking the impressive airport, the Atomium and surroundings? Dancing with the thousands of city lights as additional party decoration. A reception with the planes of Brussels Airport taking off and landing in the background (without the associated noise!). No matter what you have in mind, we can provide it!. The top level floor of the hotel is guaranteed to blow your mind! You'll have a spectacular view of the environment, and the interior is very modern and warm. The permanent bar with led-lighting behind it is guaranteed to contribute to a great party. In terms of culinary facilities, there'll be plenty to enjoy as well. Whether you choose a five-course dinner, walking dinner, buffet or just all kinds of snacks; it will be delicious!

Anniversary

Whether it concerns an employee who has been with the company for 25 years or a couple celebrating their forty-year anniversary...we are the perfect location for all your special events.

Staff event

Dinner, reception, informal reception or dance event; no matter what your wishes are, our professional approach and great ambiance helps us guarantee a staff event that people will talk about for years to come.

Birthday

Want to go all out for your birthday without having the nuisance of all the trash in your house? We love to help you make your party a success. Many marvelous theme parties have already been celebrated with us!

Facilities Diamond Sky Lounge

- LED lit bar (colored)
- Modern high tables
- Mobile dance floor
- Professional sound system



THE PERFECT WEDDING

Van der Valk Hotel Brussels Airport also is the perfect location for celebrating your wedding party. Thanks to our expertise and flexibility, we will make sure that you will have everything your heart desires and that your party will be one that you will never forget!



Unique location

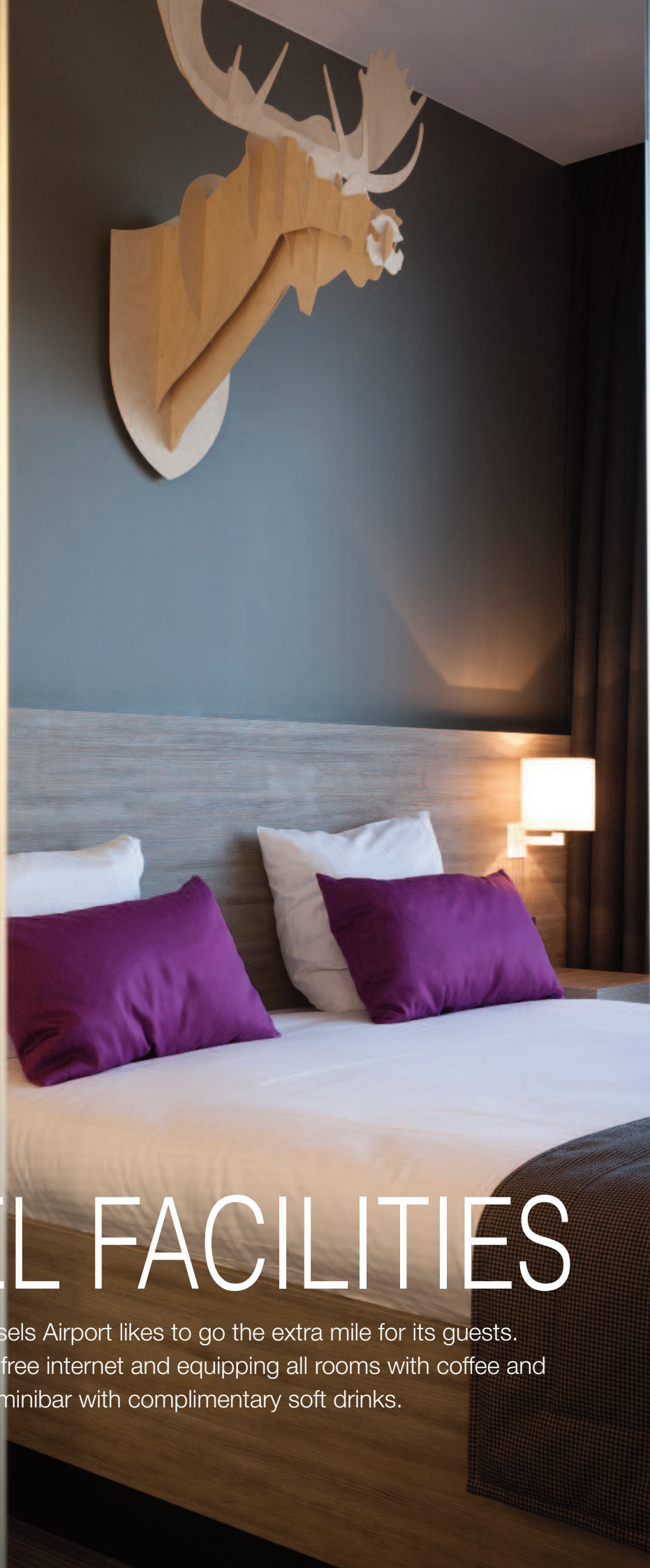
The spectacular Diamond room at our seventh floor is perfect for smaller groups but also provides room for parties with up to 350 guests. The room has a trendy interior with an eye for detail. For instance, we provide fresh flowers in any color or type available for each wedding. The only thing you have to do, is let us know what you want and we are happy to help you make your party unforgettable.

Of course, we can also fulfill your culinary expectations, and more!

An intimate dinner at our restaurant or a private room, an rich buffet or a walking dinner with festivities taking place all around you. Anything is possible. And of course, you'll end the most beautiful day of your life at one of our luxury suites.

We will offer you your suite as our wedding gift to you and for your guests, we will most certainly be able to offer an attractive rate. Of course, we will be more than happy to send you a custom quotation, free of obligation.





HOTEL FACILITIES

Van der Valk Hotel Brussels Airport likes to go the extra mile for its guests. For instance by offering free internet and equipping all rooms with coffee and tea facilities including a minibar with complimentary soft drinks. Expect the unexpected!

Luxury is our standard!

Hotel rooms

Van der Valk Hotel Brussels Airport has a total of 224 rooms, including;

- 172 Superior rooms
- 37 Executive rooms
- 10 Club rooms
- 5 Suites

The hotel opened in 2009. In 2013 we added an executive wing with 40 luxurious rooms and 2 meeting rooms.

All rooms have a modern and luxurious interior and have a spacious bathroom with shower, toilet and sink.

In addition, all rooms have air conditioning, flat screen TV, free internet, mini bar, coffee and tea facilities, phone, safe and hairdryer. Since we aim to offer a full service product, our mini bar, coffee and tea facilities and high speed internet access are included in the room price.

Van der Valk Hotel Brussels Airport is located five minutes away from the airport and just a 20 minute drive from the city center. In the city center you'll find the famous "Avenue Louise", the ultimate shopping street of Brussels, the Atomium and of course Manneken Pis as a city symbol of Brussels.

Parking

Van der Valk Hotel Brussels Airport has a spacious underground parking with 200 parking spots. In addition we have 70 parking spots around the hotel.

Free Internet

The hotel has a free high speed wireless internet connection. Without using an internet code, you can connect to the internet. In addition, you can connect your laptop to the television in your Superior room.

Gym

Want to relax? Discover our fitness facilities at the 6th floor overlooking the entire airport and surrounding area.





Directions

Car

At the ring, follow direction Zaventem/Brussels airport. Follow the freeway R0-E40 2 km, then take the A201 for 200 meters. Follow Diegem-Industrie exit for 240 meters and turn left onto the J. F. Kennedylaan, follow this road for 45 meters. Follow the Grensstraat for 35 meters and turn left onto the Culliganlaan. Here you will find Van der Valk Hotel Brussels Airport.

Train

Diegem station is 500 meters away from the hotel; from here the train will take you to the city center of Brussels in 15 minutes.

Shuttle

The hotel has a free shuttle services that takes you to the airport and back to the hotel within its schedule. This shuttle also takes you to a number of companies in Diegem; make sure to ask us for its route!

For all questions concerning your meeting and a custom quotation:

Banqueting Department
 +32 (0) 2 277 20 20
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