

# EVENTS BROCHURE KOFISI

Reach out  
[events@kofisi.africa](mailto:events@kofisi.africa)







## YOUR EVENT, YOUR WAY

KOFISI's bespoke event spaces are exceptionally designed to deliver the most immersive meeting, event and training facilities on the Continent. Multi-functional and fully-flexible, our venues are powered by the latest technology and include breakout areas and catering options with dedicated Event & Hospitality Teams to support you every step of the way.

To make an enquiry, or to find out more information about any of our locations including space layouts and menus, please email [events@kofisi.africa](mailto:events@kofisi.africa)



# KOFISI 9

KOFISI 9 in Westlands is a completely unique concept for business in Kenya with a bespoke 50-man Conference Room ideal for lectures, screenings, training sessions and influencer talks. In addition, there's a soundproofed television and radio studio for broadcasters, podcasters and content creators with post-production facilities and broadcast quality equipment available.

On the 10<sup>th</sup> floor the stunning Rooftop Café is designed for hosting all types of business events and functions with a fully catered kitchen and over 3000sqft of terrace space overlooking the Nairobi skyline.



SPACE	MAXIMUM CAPACITY SEATING	MAXIMUM CAPACITY STANDING
ASSEMBLY ROOM	40	50
SECRET GARDEN	25	50
MEETING ROOM 1	6	-
MEETING ROOM	4	-







# KOFISI KAREN

KOFISI Karen is flooded with natural light, featuring lofty ceilings, polished cement floors and stunning interior design. This Centre is home to our largest and most impressive Knowledge Room with space to host up to 25 people in a technology driven and collaborative environment for all types of corporate events and staff training days.

The Knowledge Room opens out onto a large open terrace leading to additional space and a kitchen if you need catering and dining space. This area can also be used as a breakout zone while using the Knowledge Room or on its own for smaller scale functions. Whatever your event, we provide everything you need leaving you free to focus on your guests.



SPACE	MAXIMUM CAPACITY SEATING	MAXIMUM CAPACITY STANDING
KNOWLEDGE ROOM	25	35
BOARDROOM	8	—
VIDEO CONFERENCING ROOM	4	—
MEETING ROOM	4	—



# KOFISI RIVERSIDE

The Knowledge Room at Keystone Park is one of KOFISI's most popular spaces for business events, conferences and television interviews. The upmarket library zone and warm tones make it the perfect room for cosy collaboration which also opens onto additional flex-space with a kitchen for catering services. This is the perfect choice for any professional business function.

On the 2<sup>nd</sup> floor at KOFISI Riverside, there's 1000sqft of open space with a kitchen and booths offering private breakout zones. You can host up to 60 participants here for multi-day events, product launches, receptions and summits. We'll provide everything you need including furniture, technology, catering and staffing.



SPACE	MAXIMUM CAPACITY SEATING	MAXIMUM CAPACITY STANDING
KNOWLEDGE ROOM	18	—
FLEX SPACE	40	60
BOARDROOM	10	—
MEETING ROOM 1	4	—
MEETING ROOM 2	8	—
HUDDLE ROOM	4	—



# KOFISI SQUARE

Located inside the iconic Riverside Square complex, KOFISI Square offers a ground breaking new opportunity for all kinds of events in Nairobi. Our spaces here are tailor made for large scale functions and conferences of any size – which can take place either inside or over 6000 sqft of outdoor terraces, designed for an unforgettable corporate event experience.

With breath-taking views over Nairobi and award-winning interior design, KOFISI Square will also offer spectacular meeting facilities for smaller groups who want an impressive, fully serviced option for their business or board event.



SPACE	MAXIMUM CAPACITY SEATING	MAXIMUM CAPACITY STANDING
ATRIUM	-	150
TERRACE / BAR	-	80
WHOLE OF 10 <sup>TH</sup> FLOOR	-	350
ASSEMBLY ROOM 11 <sup>TH</sup> FLOOR	100	130
KNOWLEDGE ROOM 11 <sup>TH</sup> FLOOR	10 + 8	22
BOARDROOM 11 <sup>TH</sup> FLOOR	12	-
BOARDROOM 9 <sup>TH</sup> FLOOR	12	-
BOARDROOM 8 <sup>TH</sup> FLOOR	12	-
MEETING ROOM	8	-
THINK ROOM 11 <sup>TH</sup> FLR	6	-







# KOFISI WESTLANDS

Impress guests and colleagues by holding your after-work drinks event or office party in one of Nairobi's most impressive spaces. Your guests can have cocktails freshly made by our in-house mixologist, while watching the sunset over the Nairobi skyline. KOFISI Westlands' stunning Rooftop Café is one of the most unique event venues in the city, and guests can use the café area and adjoining Boardroom with its own terrace if more space is required.

The stunning Knowledge Room at Westlands opens out onto 2000sqft of additional breakout space and a dining area which, after working hours, can be used together for large scale events.



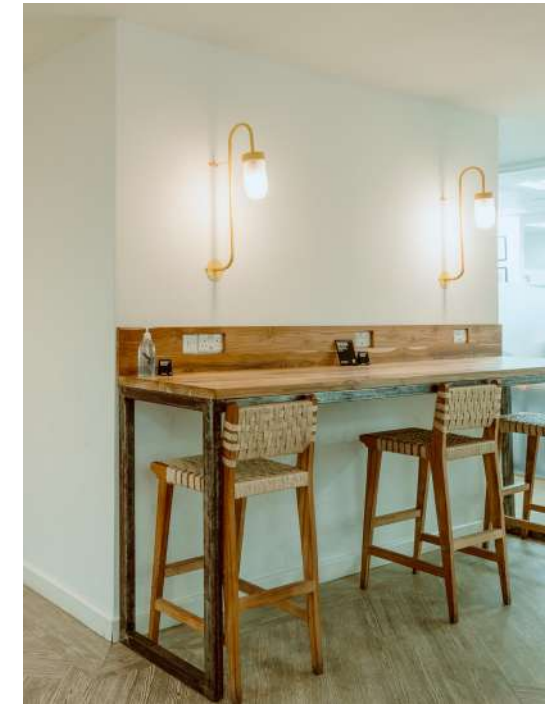
SPACE	MAXIMUM CAPACITY SEATING	MAXIMUM CAPACITY STANDING
KNOWLEDGE ROOM	18	30
CAFE + TERRACE	20	50
BOARDROOM 1	8	—
BOARDROOM 2	6	—
MEETING ROOM	4	—
THINK ROOM	4	—



# KOFISI OYSTER BAY

The Knowledge Room at KOFISI Oyster Bay is a design award-winning space for Board Meetings, training days and collaborative brainstorming sessions. Flooded with natural light and with stunning views over the Indian Ocean, the room is fitted with the latest technology, a large screen and comes with the full spectrum of hospitality services to ensure you and your guests have an exceptional meeting experience.

With a board table at one end and a breakout zone at the other, your team can flex between the two connected spaces depending on what suits your event at any given time.



SPACE	MAXIMUM CAPACITY SEATING	MAXIMUM CAPACITY STANDING
KNOWLEDGE ROOM	12	20
BOARDROOM	10	—



# FOOD & BEVERAGE

Good work needs good food and to fuel your bespoke event, KOFISI's Event and Hospitality Team can provide high quality catering services at affordable prices for KOFISI members and non-members across all our meeting and event spaces.

Our seasonal and nutritious food is locally sourced and freshly prepared, offering a selection of recipes tailored to suit your event and budget - with provision for those with allergies.

Choose from a selection of catered options, and we'll do the rest:

- Breakfast
- Lunch
- Afternoon Tea
- Snack packs
- Buffets
- Canapes

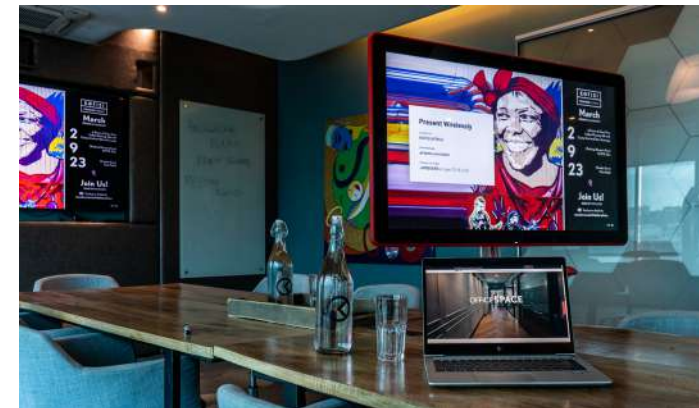




# TECHNOLOGY

KOFISI is committed to enabling a productive and engaging hybrid office environment through some of the most advanced technology available on the market. Our Jamboards make it easy for you to present the ideas you've had inside the room to participants elsewhere for the ultimate hybrid meeting experience. Our 360 Camera technology ensures remote participants don't miss out and get an immersive view the entire view of the room and our wireless presentation technology allow you to present your pitch seamlessly onto the available screens.

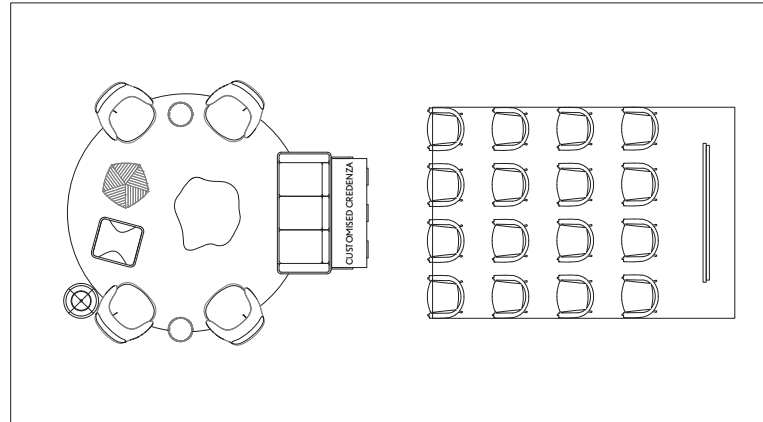
Other complimentary items in our meeting and event spaces include flipcharts, a white board, stationery including a writing pad/ notebook and pens and printing services.





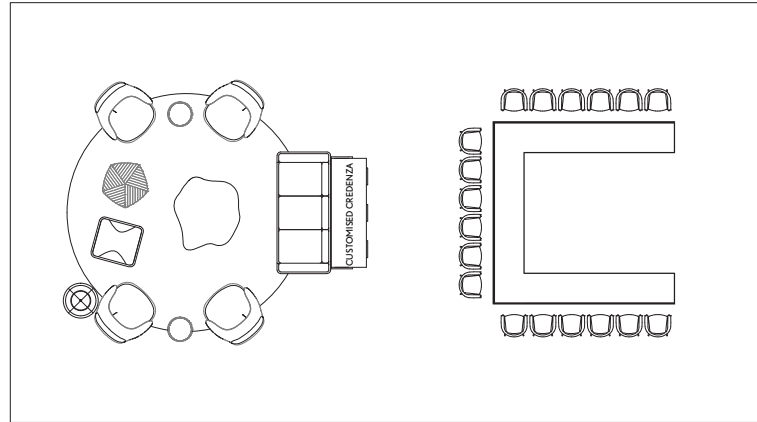
# SPACE LAYOUTS

Choose a setup that suits you.



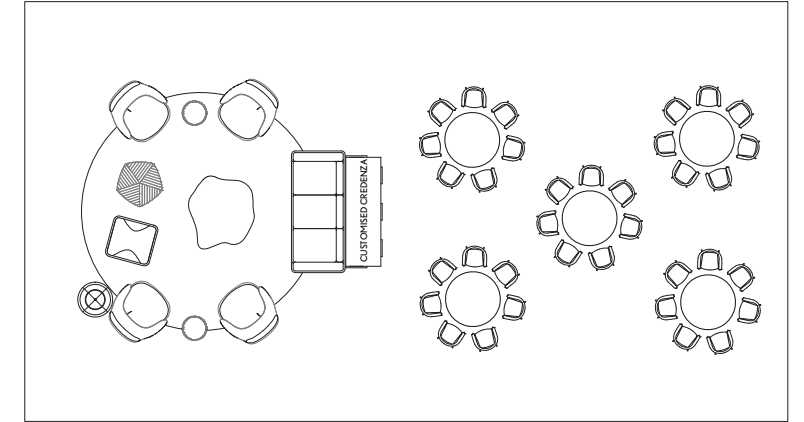
## THEATRE

Great for large group presentations, lectures, and product demonstrations.



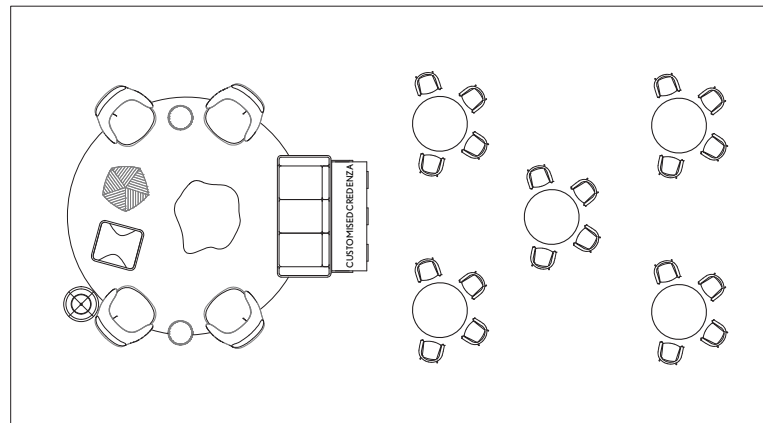
## U-SHAPE

This style is best for small presentations, video conferences and training sessions.



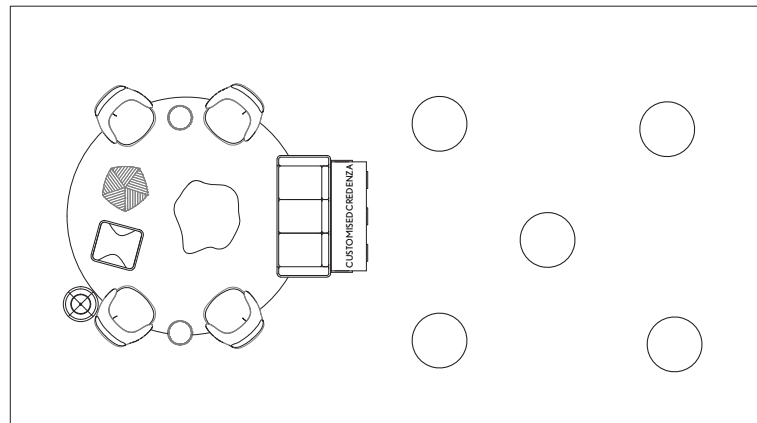
## BANQUET

Planning a seated meal? A banquet layout might be just what you need.



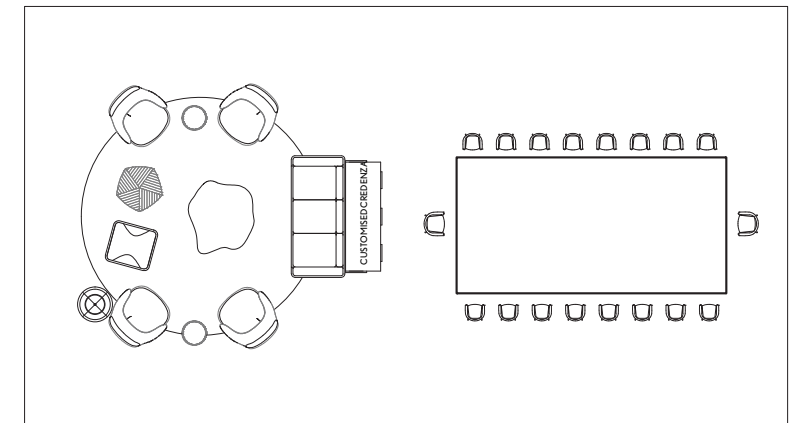
## CLASSROOM

If your speakers emphasise audience participation during their presentations, this is the meeting room style to go for.



## NETWORKING

If you are looking to use as much capacity as possible and allow people to network freely, this is the perfect set-up.



## BOARDROOM

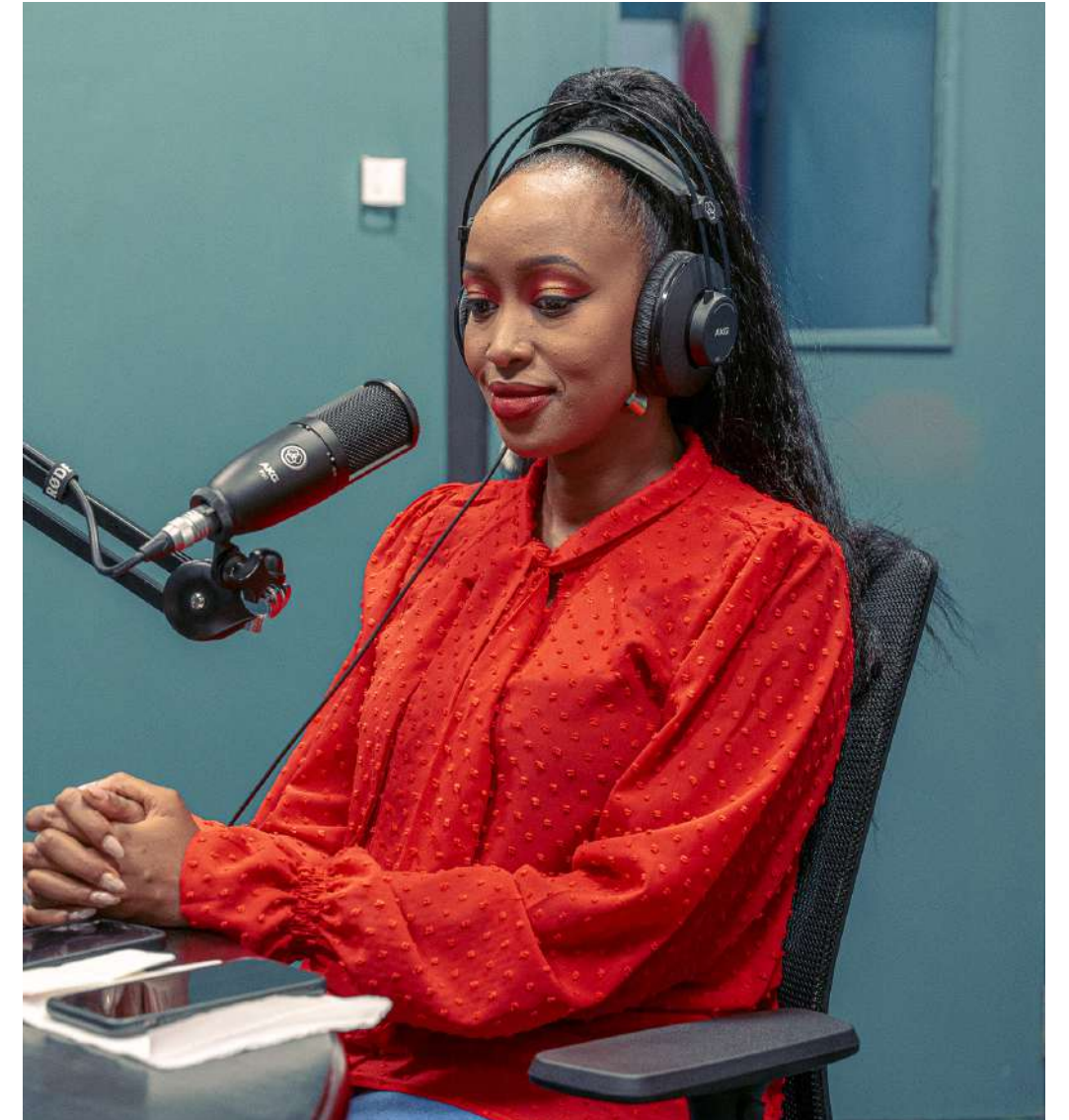
The classic set-up for a meeting of minds.



# MEDIA ROOM

Our Media Centre includes a soundproofed podcasting room and a green screen tv studio, fitted with broadcast-quality audio and visual equipment. These spaces provide brand new facilities for the television and radio industry as well as podcasters, AV content creators and photographers.

We have a range of packages available depending on what broadcasting equipment you need to use and what technical support your event or broadcast requires.





A photograph of a modern lounge or event space. The room is filled with large potted plants, including palm trees and ferns. There are several light-colored sofas and orange armchairs arranged around the room. People are seen standing and talking in the background. The lighting is warm and ambient. A white rectangular box with a thin border is centered over the image, containing the text 'KOFISI' in large, bold, white capital letters. Below this box, the text 'EVENTS BROCHURE 2024' is written in a smaller, white, sans-serif font. At the bottom, the text 'FOR MORE INFORMATION PLEASE CONTACT' is followed by the email address 'EVENTS@KOFISI.AFRICA' in a smaller, white, sans-serif font.

# KOFISI

EVENTS BROCHURE 2024

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