

# ICV ARCADE - A PLACE FOR YOUR EVENT



## Short presentation

The Arcade is a space where different social, artistic and musical networks interact in a mutually enriching environment. It is the meeting place for ICV, which hosts seminars, workshops and activities related to ICV's programs (MigraLingua, GreenVoice, E-ICT), but also socio-cultural activities.

ICV creates a social lively place in line with its philosophy and approach, while offering collaborations with various institutions.

For more information:

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[www.icvolunteers.org](http://www.icvolunteers.org)

## Conference services

ICV's assets: over 500 conferences organized, 15 years of experience in Geneva and worldwide. Our services have managed ad hoc staffs including 800 professionals and bringing together up to 14,000 people. For many years, ICV has been working with a range of international organizations by providing various services.

### Arcade made available

ICV offers the space of Arcade to other organizations, associations and institutions that do not have an adequate space and want to organize meetings, roundtables, general assemblies or other events. We can also help you promote your event.

### Meeting place and networking

Along with our "recreational" (after works) activities, the goal is to gather in our place people from the Geneva International (NGOs, international organizations, etc.) to contribute to networking and developing new activities.

### Use of the space

**Are you hosting an event and looking for a place? On request, it is possible to get the Arcade for a half day, a full day or an evening. More information at the reception of the Arcade.**

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## ICV

To date, ICV has been involved in more than 500 conferences in Geneva and around the world, whether in logistics, reports writing or video production.

## Infrastructure and Setup

ICV Arcade offers the following configuration and services:

- Adapting the basic configuration, according to the organizers need (classroom seating with up to 45 chairs, round tables);
- Receptions with up to 60 people;
- Multimedia installation (video projector);
- Sound system (complete sound system with piano for concerts);
- Catering;
- Bar service;
- Possibility of organizing exhibitions.

## Proposed services

We help and advise conference organizers in their preliminary steps including:

- Program design;
- Promoting the event;
- The organization of receptions, dinners, etc.

