

**University of Rijeka**  
**Center for Advanced Studies Southeast Europe (CAS SEE)**

Fees for the use of the infrastructure of the Moise Palace of the University of Rijeka

**a) Fee for using the conference infrastructure**

ROOM	DAY	½ DAY	HOUR
Small meeting room	103,52 € / 780,00 kn	75,65 € / 570,00 kn	29,20 € / 220,00 kn
Small classroom	103,52 € / 780,00 kn	75,65 € / 570,00 kn	29,20 € / 220,00 kn
Conference hall	172,54 € / 1.300,00 kn	146,00 € / 1100,00 kn	92,91 € / 700,00 kn
Modular hall	146,00 € / 1.100,00 kn	99,54 € / 750,00 kn	73,00 € / 550,00 kn
Modular hall and small meeting rooms	345,08 € / 2.600,00 kn	238,90 € / 1.800,00 kn	119,45 € / 900,00 kn
Conference hall and small meeting room	252,17 € / 1.900,00 kn	159,27€ / 1.200,00 kn	116,80 € / 880,00 kn
All inclusive	700,00 € / 5.274,15 kn	480,00 € / 3.616,56 kn	270,00 € / 2.034,32 kn

DAY = hall reservation for a period of 5 to 8 hours

½ DAY = hall reservation for a period of 4 hours

HOUR = hall reservation for a period of 1 to 3 hours

All rooms are equipped with projector, screen, computer, internet connection, video connection, microphones, and LCD.

For the use of the hall:

- after 4:00 p.m. and on non-working days, the cost of the work of the technical staff is charged, which amounts to 26,54 € / 200,00 HRK per day
- for the use of audiovisual equipment for remote communication, the fee increases by 20%

**b) Fee for the use of accommodation facilities**

Only organizers, guest speakers and active participants of program activities can be offered an overnight stay within the available capacity for a fee of 90,00 € / 678,11,00 kn HRK per night in double room per person. At the user's own request for the use of a double room by one person, the fee increases by 25%.

The amount of fees is reduced for the following users:

- 15% - external stakeholders by invitation
- 30% - ad-hoc project partners
- 50% - long-term project partners
- 75% - UNIRI faculty as project partnerships
- 100% - external stakeholders of strategic importance and UNIRI employees

Guests who have received a travel order from the University of Rijeka get 100% discount on the price of accommodation.

The stated fees include the corresponding VAT.

According to the Act on Catering Activities (NN 85/15, 121/16, 99/18, 25/19, 98/19, 32/20, 42/20, 126/21), Center for Advanced Studies – Southeast Europe (CAS-SEE) will not provide any services to the participants of program activities that would be considered hospitality activities.

The fee is applied only for program activities that are realized based on the contract of Center for Advanced Studies – Southeast Europe (CAS-SEE) with third parties.

Rijeka, February 6, 2023

The fixed official exchange rate 1 € = 7,53450 HRK