

YOUR ENQUIRY – OUR TAILORED SOLUTION AT A GLANCE!

When it comes to organising your event in Lucerne, a number of options are open to you. We are keen to offer solutions that are tailored to your requirements. Here are details of the services offered by the Lucerne Convention Bureau (LCB) and its preferred partner, Bucher Travel. Choose the best way of organising your next event in Lucerne.



Lucerne Convention Bureau (LCB)

The LCB is the meeting and conference arm of Lucerne Tourism.

Main services

- Advice and ideas on planning your event
- Forwarding of information and documentation material to organising committee for participants
- Support, organisation and escort with/of site inspections (hotels, accommodation, excursions, side programmes)
- Submission of quotations for room allotments and meeting spaces for small events
- Support with bid documents

Terms

Services provided by the LCB are free of charge – even hotel enquiries incur no commission.

Our support to you

- Submission of offers for small events or those involving just one service partner. The LCB does not involve itself in supporting programmes other than to provide suggestions.



Bucher Events (DMC/PCO)

When choosing a preferred partner, the LCB deliberately selected a Lucerne-based company with a long-standing history of service. Bucher Travel has extensive knowledge of destinations, and its four specialist departments offer an all-embracing portfolio of services: incentives and conferences, incoming, car/limousine and travel agency.

Main services

- Overall coordination of your event
- Attendee administration for conferences
- Sourcing and reserving hotel accommodation
- Tailored online reservations tool for conferences and events
- Event concepts/finding artists
- Transport concepts/suggestions

Terms

- The core offering is free of charge. The terms are the same as you would get if you book the hotels directly.
- A management fee is agreed in advance for detailed event concepts and supporting programmes.

Our support to you

- Obtain offers from several service partners for tailored and large-scale events
- Provide one contact person for the organisation and realisation of the event
- 24-hour service provision

 by Bucher Travel Switzerland

Luzern Tourismus | Lucerne Convention Bureau

Bahnhofstrasse 3 | CH-6002 Luzern

Phone +41 41 227 17 07

convention-bureau@luzern.com | www.luzern.com/business

Bucher Travel Inc. (DMC/PCO)

Pilatusstrasse 27 | CH-6036 Dierikon/Luzern

Phone +41 41 418 55 44 | Fax +41 41 418 55 00

info@buchertravel.ch | www.buchertravel.ch