

## General Terms and Conditions for: **Seminars**

valid from November 2018

MARINA GASTRO AG

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### 1. **Entry into force**

The reservation agreement enters into force when confirmed in writing by both parties. In the case of events of dubious content, Marina Gastro AG may withdraw from the contract at any time. By signing the contract, the event organizer agrees to release the premises, unless otherwise agreed, as follows:

Sunday to Thursday: until 6 p.m.

Friday: until 5 p.m.

Saturday: by arrangement

Marina Gastro AG reserves the right to re-let the premises after that time.

### 2. **Number of participants**

2.1 The event organiser undertakes to notify Marina Gastro AG of the definitive number of participants as early as possible and no later than two working days before the date of the event, and to obtain confirmation from Marina Gastro AG. The number of participants declared by the customer serves as the basis for the calculation of the services of Marina Gastro AG. If the number of participants is higher, the charges are based on the actual number of persons present.

2.2 The full seminar costs are charged for guests who fail to attend on the day of the event, after deduction of a margin of 5%.

### 3. **Services & payments**

3.1 Marina Gastro AG undertakes to render the contractually agreed scope of services to the event organiser.

3.2 By signing the contract, the event organiser undertakes to pay for these services within the payment term stated on the invoice. This is normally 30 days. The invoice includes the services rendered by Marina Gastro AG itself as well as any services that have been outsourced to third parties on behalf of the event organiser.

3.3 Our calculations are based on the confirmed number of participants. Our prices are quoted inclusive of statutory value-added tax.

### 4. **Cancellation**

4.1 Cancellations must be reported to Marina Gastro AG as early as possible and in writing. Cancellations are charged as follows on the basis of the agreed overall service:

- a) Cancellation by 61 days before event: free of charge
- b) Cancellation 60 to 31 days before event: 25%
- c) Cancellation 30 to 15 days before event: 50%
- d) Cancellation 14 to 7 days before event: 75%
- e) Cancellation 6 to 0 days before event: 100%

4.2 In the event of partial cancellation of all booked services (except hotel rooms) to a value exceeding CHF 2,000 during the cancellation periods above, the same conditions under figure 4.1 will apply.

4.3 Hotel room cancellations are charged as follows if the rooms cannot be resold:

- |   |                |
|---|----------------|
| a) 1-5 rooms by 2 days before arrival       | free of charge |
| b) 1 day before arrival                     | 100%           |
| c) 6 or more rooms by 5 days before arrival | free of charge |
| d) 4 days before arrival                    | 100%.          |

## 5. Hotel rooms / prices

Seminar guests benefit from special prices for hotel rooms. The room categories are allocated by Marina Gastro AG according to availability. A lake view can be guaranteed for a surcharge of CHF 50.-. Check-in time is 3.00 p.m. and check-out time is 12.00 p.m. Provisional reservations are kept clear until one month before the event. After this period, rooms that have not been definitively confirmed are allocated on request.

## 6. Liability/damage

6.1 The event organiser is liable for all damage to rooms, facilities, equipment, furnishings and hotel grounds belonging to Marina Gastro AG caused by its own fault or that of third parties whom it has engaged or invited.

6.2 Marina Gastro AG accepts no liability for theft or damage to materials and equipment brought into the hotel by the event organiser or by third parties commissioned or invited by the latter.

## 7. Parking spaces

Public parking spaces are situated next to the hotel (for a fee of CHF 8.- per day). Special public parking spaces are available for coaches in the same place. Marina Gastro AG cannot guarantee parking spaces for groups on public land.

## 8. Advertising

Advertisements in the media referring to an event at the Marina Lachen require the prior written consent of Marina Gastro AG as a matter of principle.

## 9. Food and drinks

9.1 The event organiser must purchase all food and drinks from Marina Gastro AG as a matter of principle.

9.2 For non-alcoholic beverages brought onto the event, we levy a charge of CHF 8.- per litre. For wines brought onto the event we levy a corking charge of CHF 50.- for each bottle opened.

9.3 We charge at least CHF 20.- per person for food brought along without prior arrangement.

- 10. Cleaning**  
Special cleaning and waste disposal necessitated by extraordinary soiling will be charged to the event organiser.
- 11. Prices**  
Prices subject to change without notice. All prices include VAT.
- 12. Force majeure**  
In the event of force majeure, Marina Gastro AG reserves the right to withdraw from the contract without liability.
- 13. Place of jurisdiction**  
The place of jurisdiction is Lachen/SZ.