

All-in au lac



General Terms and Conditions

The following terms and conditions apply in regard to the hiring of seminar, conference and banquet rooms, including ancillary rooms as well as for room reservations.

1 Basis

Upon expiration of the agreed option periods, Hotel Meierhof is exempted from all warranty obligations. The reservation is binding for both parties once a guarantee with a credit card or advance payment has been received by Hotel Meierhof. The use of the reserved rooms is limited to the period agreed upon in the contract. Additional information such as organizational plan, room layout etc. are an integral part of the reservation confirmation.

2 Number of persons

The number of persons communicated 48 hours prior to the event at the latest shall be considered binding and will form the basis of the invoice. For all events, Hotel Meierhof is entitled to alter the allocation of rooms and, in the case of changes to the number of participants, to adapt the agreed room preparation costs accordingly (pursuant to the definitive number of participants).

3 Insurance/liability for damages

The moveable objects brought in by the organizer/guest are not insured by Hotel Meierhof. All insurance coverage for loss, damage or destruction shall be purchased by the organizer/guest. Hotel Meierhof disclaims all liability for personal injury.

4 Permits/extensions

Permits for extensions are to be obtained in accordance with the legal statutes of Canton Zurich. Unless otherwise stipulated in the rental agreement, the necessary permits shall be obtained by Hotel Meierhof and charged to the event organizer at cost. Laser and pyrotechnical displays as well as use of smoke machines must be requested in writing and require express permission from Hotel Meierhof. The event organizer must submit a corresponding request to the city police. Within the premises of Hotel Meierhof, particularly loud (disturbing) events are strictly prohibited.

Managed by



Hotel Meierhof
Bahnhofstrasse 4
CH-8810 Horgen/Zürich
Telefon +41 44 728 91 91
Fax +41 44 728 92 92
mail@hotelmeierhof.ch
www.hotelmeierhof.ch

5 Supply & disposal

We would be glad to handle additional services such as the distribution of seminar material, welcome gifts etc. Hotel Meierhof reserves the right to charge for the incurred costs. In order for these services to be provided, all material must be punctually delivered according to the specifications of the hotel.

The event organizer is responsible for the proper disposal of any material brought along to the event. If Hotel Meierhof ends up disposing of such material, the incurred costs will be invoiced.

6 Technology/set-up

All our room preparation costs include a screen, ballpoint pins and Hotel Meierhof note pads. All other technical aids and services provided by our technicians shall be charged according to the specific technology facilities/services.

7 Cancellation fees

7.1. Group travel without seminar

Should the organizer withdraw from the contract, Hotel Meierhof reserves the right to charge for the confirmed services as follows:

	<u>up to 40 persons</u>	<u>41 or more persons</u>
60 - 31 days prior to event		30 %
30 - 20 days prior to event	30 %	50 %
19 - 8 days prior to event	60 %	75 %
0 - 7 days prior to event	100 %	100 %

7.2 Cancellation of seminars/banquets

Cancellation 0 - 2 days prior to event:	100 %
Cancellation 3 - 14 days prior to event:	75 %
Cancellation 15 - 30 days prior to event	50 %
Cancellation 31 - 60 days prior to event	25 %

The charges are based on the anticipated revenues for the reserved services (rooms & gastronomy as well as hotel rooms). Should it prove possible to rent the event facilities and/or the hotel rooms to another party, no charges will be made to the original party. If no services have been agreed upon, Hotel Meierhof shall charge CHF 20.00 per person for cocktail events and CHF 50.00 per person for banquets. Should the event be held at Hotel Meierhof on the same scale within six months of the date of cancellation, the room rental costs will be refunded.

7.3. Cancellations of individual bookings

Cancellations of individual bookings for hotel rooms are free of charge up to 4:00 p.m. on the day of arrival. For cancellations received later, we will charge for the first night of the booking. Upon provision of a credit card number, we will continue to hold rooms after 4:00 p.m.

These stipulations apply exclusively to private customers and cannot be employed for groups or bookings involving a block of rooms.

8 Stipulations for banquets and weddings

Up until midnight, the staff costs are included in the price. After this point, CHF 150.00 will be charged for each hour (or part hour) per 25 guests. For wedding cakes provided by outside suppliers, we will charge CHF 3.50 per guest for presentation and serving. The corking fee comes to CHF 35.00 per 75 cl bottle. The self-catering of food and drinks requires approval of Hotel Meierhof.

9 Prices & terms of payment

Unless otherwise indicated, all indicated prices are in Swiss francs and include the statutory value added tax. Invoices will also be made out in CHF.

Hotel Meierhof invoices are to be paid within 30 days of the invoice date. For contract amounts over CHF 1,000.00, Hotel Meierhof can request up to 80% of the contract sum in advance. For payments received after the due date, Hotel Meierhof is entitled to charge interest for late payment in the amount of 5%.

10 Withdrawal of Hotel Meierhof Zurich/Horgen

In cases of force majeure, Hotel Meierhof reserves the right to withdraw from the contract without incurring any charges. Following confirmation of the contract, if it becomes apparent that there are doubts about the creditworthiness or seriousness of the customer or that the event could negatively affect the safety or reputation of Hotel Meierhof, reservations can be terminated by Hotel Meierhof any time without compensation.

11 Place of jurisdiction

The place of jurisdiction is Zurich.