

Basic

For the Kursaal Bern AG (hereinafter referred to as the "Kursaal Bern") the protection and safety of clients, event organizers, visitors, partners and personnel is a paramount priority. The Kursaal Bern is therefore intent on implementing appropriate safety measures which, based on experience, are considered necessary to comply with this commitment.

These safety regulations apply in principle to all persons present on the premises and grounds of the Kursaal Bern. In the event of any safety-relevant irregularities being observed, these should be notified to Kursaal Bern staff immediately. Non-compliance with safety regulations can result in the Kursaal Bern withdrawing from the contract unilaterally and/or expulsion from the premises.

Safety personnel

The Kursaal Bern cooperates with an external security service provider and organizes – in consultation with the event organizer – the necessary qualified personnel (payable by the event organizer). As safety specialists, these personnel are authorized in exceptional circumstances to issue instructions and shall be the contact persons in all safety-relevant matters. Any additional security personnel engaged by the event organizer must be trained and qualified to the same standards as the specialists deployed by the Kursaal Bern.

Official regulations

The event organizer shall be responsible for ensuring compliance with public authority regulations relating to accident prevention, building insurance as well as the event's own regulations such as hygiene, sound emissions and laser radiation, etc. In the event of any non-compliance with official or statutory regulations, the event organizer shall be held fully responsible for any resulting damages to the Kursaal Bern and/or for third party liability claims. The required permit for an event at the Kursaal Bern must be obtained by the event organizer himself/herself.

Medical

The presence of qualified medical personnel is mandatory at events attended by more than 600 visitors, but is not included in the hire of the premises. The event organizer may also engage additional medical personnel if he or she so desires. In such cases, he/she must – for coordination purposes – inform the Kursaal Bern's responsible event manager.

Escape routes and emergency exits

Emergency exits and escape routes must be kept completely free at all times. The same also applies to stairways, corridors, regular exits and traffic routes which may also serve as escape routes. They must not be used for other purposes (for example, the storage or depositing of furniture or material).

Stage and event technology

In principle the event technician(s) must comply with official Swiss regulations relating to stage and event premises. The stage and general stage area should be accessible only to personnel engaged in the setting up and/or dismantling of the stage, those personnel required during the event, the responsible event management, as well as authorized personnel of the Kursaal Bern and/or technical partners.

Sound and laser regulations

The event organizer shall comply with statutory regulations relating to sound emission levels and laser radiation.

Temporary structures and infrastructure

The bringing of structures, equipment, machines, decorations etc. into hired premises must be notified to the Kursaal Bern's responsible event manager at least 40 days before the event. External companies and partners must submit technical plans to the Kursaal Bern event management for acceptance at least 10 days before the event. The Kursaal Bern reserves the right to reject planned provisional structures if these are considered to constitute a danger.

Room occupancy and seating

Decisive for the maximum permitted room occupancy of the hired premises are the regulations relating to building insurance and the regulations of the Kursaal Bern. The Kursaal Bern's event management shall inform the event organizer (when signing the agreement) of the maximum permitted occupancy. Room plans required for ticketing purposes must be approved by the Kursaal Bern prior to any publication and the sale of tickets. The event organizer shall be responsible for compliance with and supervision of the maximum permitted room occupancy. The Kursaal Bern reserves the right – for technical or security reasons – to block off individual spaces or seats.

Physically handicapped visitors

Special places are reserved for visitors dependent on a wheelchair. Guide dogs may be admitted to the premises after prior consultation with the responsible Kursaal Bern event manager. For any special questions, the Kursaal Bern event manager will be happy to advise and assist.

Lost property

In principle the event organizer, his/her representatives, and his/her visitors shall themselves be liable for any personal belongings and valuables brought with them. The Kursaal Bern can accept no liability for any such items which may be lost by the event organizer. Such objects are kept by the hotel for six months. Valuables will be handed over to the public Lost & Found office within one week.

Access, arrival times and parking

Medical and fire service access routes must be kept free at all times (minimum through-width 3.5 metres). For the alighting and boarding of passengers, the Kornhausstrasse 3 is to be used. For the loading and unloading of goods, the Schänzlistrasse goods area is to be used. The arrival times of event organizers and construction crews and the delivery of goods must be agreed with the responsible event manager at the latest 3 working days before commencement of construction. At the Kursaal Bern 2 parking spaces are available for tour buses/nightliners (for performers, crew, etc.) and can be rented through the event manager if available. Any such request should be made as early as possible. For reasons of space, trucks, coaches and articulated trucks can not be parked at the Kursaal Bern. Private vehicles may be parked in the underground garage of the Kursaal Bern (fee payable). A maximum of 12 open-air parking spaces can be reserved on request (also fee payable). The event manager must be informed no later than three days in advance. The event manager will be happy to advise concerning other parking areas in the city. Any agreements concerning other parking spaces for large vehicles and/or private vehicles shall be the responsibility of the event organizer.

Fire protection

Fire alarm systems may be turned off only by authorized specialists. The event management shall make any decision concerning substitute measures and/or the deployment of (payable) fire guards. Fire extinguishers and alarms must not be adjusted or re-positioned. In agreement with the Kursaal Bern, fire loads and easily inflammable objects belonging to the event organizer can be stored in a suitable place.

Smoking areas

With the exception of the outdoor areas, smoking is prohibited throughout the Kursaal Bern. Tobacco products must be fully extinguished and deposited in the receptacles provided.

Candles, fire, smoke, pyrotechnics

Ideally, the use of candles and pyrotechnic should be avoided. If candles are used, these should be placed on stable non-flammable underlays. Open flame and the use of fireworks are prohibited. The use of fire and explosion risk materials shall require the approval of the relevant authorities and handling only by specialists possessing the appropriate credentials. If fog machines are to be used or smoke effects created, the prior written permission of the Kursaal Bern must be obtained. Any such intentions must be notified to the responsible event manager by the event organizer at least 40 working days before the event.

Environmental protection

Environmentally hazardous substances (class 1 to 3) shall not be used in any of the rooms or on stages.

Nighttime peace

The Kursaal Bern is located in a residential area. Nighttime peace must be observed from 22.00 to 07.00 hrs on weekdays and from 22.00 to 09.00 hrs on Sundays and public holidays. Night deliveries and loading shall require the approval of the relevant authorities, which must be obtained by the event organizer.

Final provisions

The place of fulfilment, payment and jurisdiction is Bern/Switzerland. Swiss law is applicable under exclusion of collision norms.

Kursaal Bern AG
Bern, 15.08.2016