

General terms of business

1 Basic conditions

1.1 Reservations of technical and organisational services

Without declaration of the organizer, the accommodation of seminar rooms will be effected according to our standard accommodation.

1.2 Course schedule

Without a written indication from the organizer following seminar schedule will apply.

08.00	Commencement of morning
10.00 - 10.30	Coffee break
12.15	„Business Lunch“
13.45	Commencement of afternoon
15.30 - 16.00	Coffee break
17.00 - 18.00	End of afternoon
18.30 - 20.30	Supper, Menu served
17.00	Seminar finish last day

1.3 Hotel

Should the Hotel Freienhof, Thun not have the ability to allocate all rooms as contracted, it will make the effort to offer at least an effective or a higher category of accommodation. The outcome of these costs, like higher room rates, transport costs etc. will be taken over by Hotel Freienhof.

2 Invoicing

Unclaimed services during the arrangement as well as No Shows will be charged to 100%.

A request for modifications or additional expenses during the seminar, which were not applied, will be charged on a time and material basis (CHF 120.00 / hour).

Without a special advice of the organizer all written services will debit to the total account. If nothing else is arranged in the contract, not listed and not general ancillary services (like telephone calls from the rooms, consumptions at the bar, parking charges) have to be paid at departure by the customers themselves. In case of non-payment through the individual guests the organizer is liable.

3 Rescission, cancellation seminar

3.1 On the part of the organizer

If the organizer cancel the occasion or parts of it, following costs fall due on the basis of the expected total costs or the cancelled parts of it

Several hotel rooms are cancellable until 24 hours before arrival at no charge.

Annulation:

Cancellation 90 - 60 days before the occasion: 25%

Cancellation 60 - 30 days before the occasion: 50%

Cancellation 30 - 14 days before the occasion: 75%

Cancellation 14 - 0 days before the occasion: 100%

Number of persons:

Changes till 10% until 24 hours before the event: at no charge

Changes over 10% will be charged as follows:

90 – 60 days before the occasion: 25%

60 – 30 days before the occasion: 50%

30 – 15 days before the occasion: 75%

till 14 days before the occasion: 100%

3.2 On the part of Hotel Freienhof, Thun

By an important reason, the Hotel Freienhof is authorized to withdraw from the contract without compensation, particularly if

3.2.1 the stipulated prepayment will not make within allotted period.

3.2.2 in case of unforeseeable, exceptional and through no fault of one's own circumstances as well as by Acts of God, if it is therefore impossible or unacceptable to generate the service by the hotel.

3.2.3 the occasion / the organizer could damage the image of the hotel, in addition sales occasions are part of it like "coffee trips".

4 Terms of payment

Unless otherwise no special agreements were arranged in the reservation, following modes of payment apply:

The Hotel reserve the right, to charge at least 50% of the expected total costs 4-8 weeks before the occasion. Final invoice: 30 days from invoice date

5 Overtime allowance

Extensions of the occasion in the evening are possible. If the reserved duration of the occasion exceed the legal closing hour, the client has to contact the Hotel Freienhof, Thun until 7 days before beginning of the occasion, so that essential allowances can be solicit and that organizational measures can be made.

6 Bringing of meals and drinks

The organizer, his attendants and guests are allowed to bring meals and drinks with them to the occasion only by written agreement with the Hotel. In those cases the Hotel is allowed to charge a service fee to cover the expenses.

The organizer confirm, that he has read and well-understood the general terms of business of the Hotel Freienhof, Thun and comply, or rather comply in the name of the client with these conditions

Locality, Date: _____

Postmark /Signature: _____

The court of jurisdiction is Thun, it applies solely Swiss Right.



Payment conditions

In case of confirmed services over an amount of CHF 5.000 we reserve the right to send you an advance invoice with 50% from the calculated performance.

This advance invoice we will charge 30 days before arrival.

After departure we will send you the final invoice, payable within 20 days.

Price / Invoicing

If the bill is CHF 300.00 or more we will gladly send you an invoice with deposit slip, payable within 20 days.

Under CHF 300.00 please pay cash directly on location. Other than cash we also accept all common credit cards.

The credit card guarantee is reserved.

We reserve the right to send you an advance invoice with 50% from the calculated performance.

Our Prices

Inclusive raised VAT for logement/breakfast at 3.8% or rather 8% for all further benefits. Exclusive tax for seminar lump-sum prices and room rates.

Tax for all guests with overnight stay: CHF 2.50 per night.