
All prices are in Swiss francs (CHF) and inclusive VAT.

Reservations for function rooms and hotel rooms as well as agreements on other services will be confirmed in writing to the event organizer by the Seminarhotel Gerzensee and are binding for both parties.

90 - 60 days prior	no cost	25% of room rental and hotel rooms without meals
59 - 15 days prior	25% of room rental and hotel rooms without meals	50% of room rental and hotel rooms without meals
14-6 days prior	80% of room rental and hotel rooms without meals	80% of room rental and hotel rooms without meals
5 to 2 days prior	100% of room rental and hotel rooms without meals	100% of room rental and hotel rooms without meals
48 hours prior	100% of all booked services	100% of all booked services

Unused special services and extras, agreed upon at confirmation, will be charged in every case of cancellation. If the customer fails to comply to the agreement, the Seminarhotel Gerzensee has the right to withdraw from the contract. In the case of the Seminarhotel re-renting cancelled function rooms and/or hotel rooms to a different party, there will be no charge.

On agreement with the Seminarhotel, the organizer may use personal decorating material and fittings, which must be removed immediately at the end of the event. Course material and / or decorating material left in conference rooms at the end of the event will be disposed of, at the Seminarhotel's discretion, after a period of 24 hours.

To ensure the success of your event we require you to discuss details with us at least four weeks in advance. Please contact us. We are always delighted to be of assistance

Left objects belonging to guests will be returned to the owner by pre-paid post, or disposed of after one month.

Place of performance is Bern

The event organizer is liable for loss and damage caused by employees, supporting staff or event participants. To avoid damage, the use of decorating material and other objects must be agreed upon with Seminarhotel Gerzensee. The event organiser must always ensure that such material is in accordance to fire regulations.

Check Out time is 10 a.m. A Late Check Out must be reserved in advance and will be charged as follows (based on B+B price): until 12 a.m.:25%, until 3 p.m.: 50%, until 6 p.m.: 75% and after 6 p.m.: 100%.

The Seminarhotel Gerzensee has over 70 parking spaces.

Reservations for function rooms and hotel rooms, as well as agreements on other services, will be confirmed in writing to the event organizer by the Seminarhotel Gerzensee and are binding for both parties.

Our rooms are fully available to you for the duration of the rental period. The use of rooms beyond agreed hours (e.g. setting up the day before), will be charged according to the price list.

Insurance for objects, clothes and material brought to the event is within the event organiser's responsibility. Seminarhotel Gerzensee refuses to take any responsibility for theft and damage.

Invoices from Seminarhotel Gerzensee are payable within 30 days from date of invoice.