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# WELCOME TO THE GURTEN

We're delighted that you're interested in the Gurten – Park im Grünen. At 858 meters above the daily hustle and bustle, Bern's local mountain offers a unique setting for your celebration: fresh air, tranquility, and a unique view over the city of Bern – a special combination of nature, hospitality, and warmth.

The Gurten offers a wide variety of facilities and the best possible infrastructure to make your event a success. Nestled in nature, the  $100,000 \, \text{m}^2$  park and 13 event and seminar rooms create an inspiring atmosphere for your events for up to  $4,000 \, \text{people}$ .

We would be happy to organize a suitable culinary offer for you. From drinks receptions with a selection of fine delicacies in the Gurten's refreshing mountain air to refined dinners for several hundreds of people – for us, the sky is the limit.

This brochure gives you an overview of our offers and services.

# PERSONALIZED ADVICE

Your celebration and your satisfaction are our top priority. To arrange a personal consultation, viewing or tasting session, you can contact our event management team from Monday to Friday 8 a.m. to 5 p.m by phone or e-mail.

Event Management Tel. +41 31 970 33 33 info@gurtenpark.ch







Susanne Gygax Head of Event Management



Nathalie Lüdi Deputy Head of Event Management



Andrea Schaller Event Manager



Sarah Wälti Event Manager

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# **VENUES**

# **EVENTS IN THE PARK**

Are you looking for an open-air drinks reception, a workshop with an activities program or a cozy evening with a barbecue? The park's 100,000 m<sup>2</sup> area provides plenty of space for teams and large events. We would be happy to organize catering and infrastructure for you.



### **SEMINAR ROOMS**

There are eight well-lit seminar rooms with technical equipment for 2 to 16 people. All rooms have a balcony and a wonderful view, either of the natural surroundings or the city of Bern. We offer a variety of seminar packages including all-day catering, tickets for the Gurten funicular and parking tickets, so you don't need to worry about anything while the seminar is underway.



# **USSICHT & WYTSICHT BANQUET ROOMS**

The Ussicht and Wytsicht multifunctional event rooms can be booked individually or as a pair. Their nostalgic yet modern ambience combined with their panoramic view of Bern gives these two spaces their unmistakable character.



# **VAULTED CELLAR**

The rustic vaulted cellar is steeped in history and best suited for intimate celebrations, refined drinks receptions, or wedding parties. Its cloistered arcades can host your events whatever the weather.



# **KULTURSCHÜR UPTOWN**

The Kulturschür UPtown is a two-storey events building. It's perfect for company events, weddings, and parties. The abundance of old wood still visible in this barn conversion lends the event venue a certain charm and ambience. The integrated stage and sound system on the upper floor of the Kulturschür can also be used to host concerts, presentations, or keynote speeches.



### **PAVILION**

The Pavilion's architecture and location make it one of the most beautiful event locations in and around Bern. The building's  $550\,\mathrm{m}^2$  of floor space, complete with glass shell, can be booked for celebrations of all kinds. In summer, its accompanying lounge and magnificent 180-degree view lend it its special je ne sais quoi.



# **GURTNERS RESTAURANT**

In line with the motto "Good things made with love", the menu, which changes every month, features new interpretations of traditional dishes and some of Grandma Gurtner's hearty recipes. Gurtners Restaurant, with its panoramic views of the city of Bern, can be booked exclusively for your own parties.

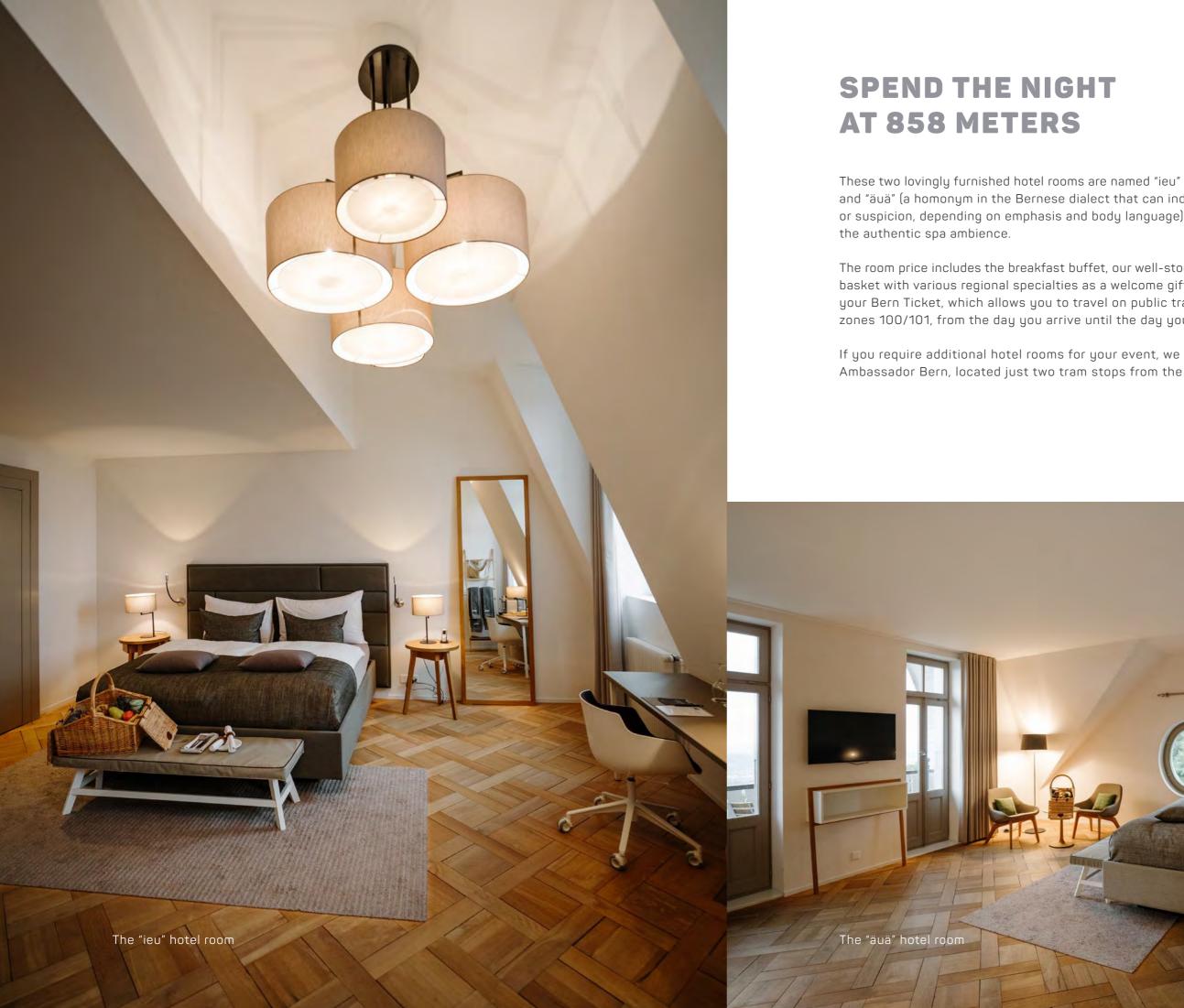


# **TAPIS ROUGE RESTAURANT**

Our self-service restaurant has plenty of delicious options to choose from. Your guests are free to help themselves, with quick access to a large buffet of salads and hot food, or a wide variety of röstis. We are also happy to arrange for groups to book the entire restaurant in the evenings.



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These two lovingly furnished hotel rooms are named "ieu" (Bernese dialect for "yes") and "äuä" (a homonym in the Bernese dialect that can indicate either admiration or suspicion, depending on emphasis and body language). Here, guests can revel in

The room price includes the breakfast buffet, our well-stocked minibar, and a picnic basket with various regional specialties as a welcome gift. Your stay also includes your Bern Ticket, which allows you to travel on public transportation for free in zones 100/101, from the day you arrive until the day you depart.

If you require additional hotel rooms for your event, we recommend the Hotel Ambassador Bern, located just two tram stops from the Gurten funicular.

# **USEFUL INFORMATION**

# **BANDS AND PERFORMERS**

Are you planning to have a band or performers at your event? Please let us know in good time before your event, so that we can arrange for additional requirements.

#### YOUR ARRIVAL

It takes 15 minutes to get from Bern railway station to the valley station and five minutes on the Gurten funicular to 858 meters above sea level. The Gurten funicular departs every 15 minutes and can transport up to 120 people at a time. Guests with an SBB GA travelcard or "Libero" travelcard for zones 100/101 can travel on the Gurten funicular free of charge.

The Gurten is car-free. Right next to the valley station, there is a car park with 285 metered parking spaces, five charging stations for electric cars, and two disabled parking spaces.

We recommend the relaxing train journey on lines no. 3 and 31 from Bern railway station to "Wabern" station or the Bernmobil tram line no. 9 towards Wabern to "Gurtenbahn" station. Or take the Bernmobil lines 29 (local bus Köniz) and 22 (Brünnen-Kleinwabern) to the "Gurtenbahn" stop.

# **EXTENDED OPERATING HOURS**

Extended operating hours for the Gurten funicular and restaurant can be booked on request up to 3:30 a.m.

#### **DRIVING PERMITS**

There is a general ban on driving at the Gurten. Driving permits are only granted in exceptional cases and are issued by the Köniz police inspectorate. All applications for driving permits are made exclusively via the Gurten – Park im Grünen at the applicant's expense. Driving permits are only issued for materials that cannot be transported via the Gurten funicular. The completed application form must be returned to the Gurten – Park im Grünen two weeks before the event at the latest. Your permit will normally be delivered to you by post within a week.

# TRANSPORT AND STORAGE OF MATERIALS

The Gurten funicular has transportation carriages at your disposal. If you are transporting loads in excess of 3.5 tons, you can apply for a driving permit. There is limited space for storing materials at the Gurten.

# FIREWORKS, SKY LANTERNS, AND BALLOONS

The Gurten – Park im Grünen is located in a wild animal protection zone. It is therefore not permitted to light fireworks or release sky lanterns or balloons.

# GENERAL TERMS AND CONDITIONS

The Gurten – Park im Grünen is looking forward to receiving your reservation. To ensure everything goes smoothly, please read the "small print".

## **RESERVATION**

We will provide you with written confirmation of your final event booking. We reserve the right to withdraw a price quotation. The agreement becomes effective upon your confirmation. Guided tours lasting 30 minutes and consultations lasting 60 minutes are free of charge. Additional consulting and organizational expenses will be charged at CHF 80.— per hour. All catering services will be organized via the Gurten.

#### PREPARATION AND AVAILABILITY OF THE SPACE

Unless agreed otherwise, the event space will be ready for you and your guests 15 minutes before the start of your event. The Kulturschür UPtown and Pavilion will be ready 30 minutes before the start. Drinks receptions will be ready to serve 15 minutes before the agreed start. Extraordinary preparatory expenses (decorating materials for events) will be charged in addition.

### **SETTING UP AND DISMANTLING BY EVENT HOLDERS**

Setting up and dismantling must take place immediately before and after the event. Using the venue on the day before or after the event is chargeable and requires prior agreement.

#### **ROOM FACILITIES AND SEATING**

We will provide the spaces with the facilities you request. Short-notice changes to seating arrangements will be charged according to the additional expense incurred.

### **PRICES**

The prices shown in all the documentation apply for events with the specified minimum number of participants. The currently valid offers and price lists apply. We reserve the right to adjust prices at any time due to changes in the global situation. All prices are in Swiss francs and include statutory VAT.

## **NUMBER OF PARTICIPANTS**

The number of participants must be declared 31 days before the start of the event at the latest and serves as the basis for billing. If the number of participants is reduced, the agreed services shall be billed as follows:

30 – 10 days before the event 50% of the canceled number of participants 9 – 3 days before the event less than 72 hours before the event 100% of the canceled number of participants

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#### **CANCELLATION CONDITIONS**

For cancellations up to 20 weeks before the start of the event, no fees will be charged. The person booking the event must notify the Gurten – Park im Grünen in writing to cancel a reservation for event spaces.

139 – 90 days	before the event	25% of the anticipated total amount
89 – 30 days	before the event	50% of the anticipated total amount
29 – 15 days	before the event	75% of the anticipated total amount
14 – 3 days	before the event	80% of the anticipated total amount
less than 72 hours	before the event	100% of the anticipated total amount

A seminar with up to 20 people can be canceled free of charge up to 30 days before the event.

The anticipated total amount is based on the agreed space hire and the agreed services, multiplied by the current number of registered guests. If no services have yet been agreed, we charge a flat rate of CHF 30.– per person for the cancellation of drinks receptions plus the cost to hire the space and CHF 130.– per person for banquet events.

### **CANCELLATIONS DURING A PANDEMIC**

If the authorities declare a ban on events, the reservation will be postponed or canceled at no cost.

If no official ban has been declared on events, our general cancellation conditions apply.

## **SHORT-NOTICE CHANGES**

In the event of short-notice changes or additional orders, we will charge for the actually resulting costs (the hours already worked by staff, food already prepared, additional coordination expenses, etc.).

## **TECHNOLOGY**

We cannot offer any guarantee that devices brought by attendees themselves will work. Changing over to in-house technology at short notice is only possible to a limited extent. Prices are calculated in accordance with price lists, plus hours worked by staff. Smoke machines are not allowed. It is not permitted to disable the smoke alarm during an event.

# **DAMAGES AND LIABILITY**

Those booking events always bear liability vis-à-vis Gurten – Park im Grünen for damage to spaces, facilities, furniture and changes of decision by those making the booking or third parties (auxiliaries, guests, participants). Those booking events are liable for defective or missing devices.

Objects and packaging materials that have been brought must be taken away again at the end of the event by those who made the booking. Additional cleaning expenses are charged at CHF 80.— per person per hour or fraction of an hour, plus removal fees.

Art objects, decorations, and decorative objects belong to the spaces and may not be altered or removed. It is not permitted to apply adhesive strips, insert nails, or similar. Gurten – Park im Grünen rejects all liability for theft or damage of objects, clothing and materials brought by attendees. Smoking is banned in all spaces. If the fire alarm is triggered by guests who are smoking or by smoke-generating devices, those booking the event will be charged CHF 1,800.–.

Please be generally considerate towards Bern's local mountain. It is not permitted to pitch tents, light fires outside of the official fire areas or insert pegs or fastenings into trees. The meadow agreement must be signed to use the parking facility and its infrastructure.

#### **PAYMENT METHODS**

Those booking the events undertake to settle the full invoice amount within 30 days of the invoice date. The Gurten – Park im Grünen is entitled to require payment in advance for larger reservations. Invoices will not be sent to addresses outside of Switzerland.

If the billing address does not match the order address, notification must be given of this after receipt of confirmation at the latest. A processing fee of CHF 20.—plus VAT is charged for changing the billing address after making the booking.

The agreement is subject to Swiss law. The exclusive place of jurisdiction is Bern.





