

GENERAL TERMS AND CONDITIONS

ASSOCIATION “ZENTRUM DER EINHEIT SCHWEIBENALP”, with registered office in Brienz BE, Switzerland (hereinafter: Zentrum der Einheit)

1. Scope of Application

These General Terms and Conditions (GTC) apply to all events (such as seminars, courses, workshops, family celebrations, occasions, etc.) that are held at the Zentrum der Einheit.

2. Event Registration

Registration for an event is made in writing by sending the completed and signed event agreement from the organizer to the Zentrum der Einheit. By signing the event agreement, these GTC are accepted. Terms and conditions of the organizer that deviate from or contradict these GTC shall only become part of the contract if the Zentrum der Einheit expressly agrees to them in writing.

3. Arrival

Event participants are received at the reception upon arrival. There they settle any outstanding portions of their invoice before the start of the event. Payments can be made in cash in CHF (Swiss francs) or by card payment (Maestro/Swiss PostFinance/V-Pay/EC card/Mastercard/Visa/Twint).

4. Departure

On the day of departure, the rooms are available until 10:00 a.m. Event participants place the laundry they have used into the laundry baskets provided for this purpose.

5. Registration of Event Participants

Event participants register for board and lodging in writing by email to: info@schweibenalp.ch or via the event calendar on our website www.schweibenalp.ch directly with the Zentrum der Einheit and subsequently receive a written booking confirmation. The conditions stated in the booking confirmation apply.

6. Accommodation and Catering

There are 6 single rooms, 12 double rooms, and 13 shared rooms available in the guest and seminar house, as well as camper and tent pitches on the camping grounds. For larger events, dormitories can be set up. With overnight accommodation options on the campsite, we can also offer infrastructure for larger events in summer.

The current seminar guest prices can be found in the separate price list, which is also published at www.schweibenalp.ch/preise.

Included in the price are: overnight accommodation, three vegetarian and organic meals per day, rental of the event room, internet use in the house, bed linen (not for overnight stays in dormitories or tents with your own sleeping bag), and towels. Prices include value-added tax. Not included in the price are the visitor's tax, the voluntary permaculture contribution, and the voluntary Kraftort Fünfliber (contribution to the Schweibenalp project), as well as intermediate refreshments. No discounts or refunds will be granted for meals not consumed (e.g. due to late arrival or early departure) or for overnight stays not used.

6.1 Infrastructure Contribution

For event participants who do not stay overnight at the Zentrum der Einheit, we charge an infrastructure contribution of CHF 30.00 per day (for tea, water, use of the grounds and the event room) and the meals selected by the guest at our regular prices.

6.2 Meal Times in the Dining Hall

Breakfast 08:00 – 09:00
Lunch 13:00 – 14:00
Dinner 18:00 – 19:00

Meals can be provided as packed lunches without any change in price by prior arrangement.

6.3 Smoking, Pets, and Quiet Hours

Smoking is only permitted in the designated smoking area. Smoking is strictly prohibited in all rooms and guest rooms. Bringing pets is not

permitted. Quiet hours apply in the guest house from 22:00 to 07:00. Otherwise, the house rules apply.

6.4 Alcohol Consumption

Our bar offers a modest selection of alcoholic beverages. Bringing alcohol is not desired. Exceptional requests must be addressed directly to seminarorganisation@schweibenalp.ch. Corkage or tapping fees will be charged.

7. Number of Participants and Lists for Events

The organizer is responsible for recruiting event participants. The minimum number of participants per event is calculated based on the event room.

If the minimum number of participants is not reached, the minimum number of participants valid at the time of the seminar according to the GTC will be charged.

Minimum participants	Event room
25 persons	Frieden – 240 m ²
10 persons	Licht – 86 m ²
6 persons	Erde – 40 m ²

The rental of the seminar room is covered once the minimum number of participants is reached. If the minimum number of participants is not reached, the seminar leader will be charged the difference required to cover the seminar room rental at CHF 22.00 per day and per missing participant. Assistants and seminar leaders are counted as “participants”.

Example: For the Frieden seminar room, the minimum number of participants is 25. This means that if there are only 19 seminar participants in a 3-day seminar, the 6 “missing” participants (difference between 25 and 19) x 3 days x CHF 22.00 = CHF 396.00 will be charged.

The list of guaranteed event participants with complete details (last name, first name, address, email, telephone number) and any extras, as well as the program schedule, must be submitted to the Zentrum der Einheit in writing **no later than 14 days before** the start of the event.

If the number of event participants is smaller or larger than agreed in writing, the Zentrum der Einheit reserves the right to make room allocations* based on the actual number of event participants. Room allocation by the organizer is only possible under the following conditions:

- 1 If the room and bed quota has already been agreed in writing with the Zentrum der Einheit in advance.
- 2 If the organizer has received written confirmation from the Zentrum der Einheit that they may exclusively use the site/infrastructure.

8. Minimum Duration of Events

The minimum duration for events is two overnight stays. As a rule, events begin with dinner and end with lunch.

9. Payment Terms for the Organizer

By signing the event agreement and transferring an advance payment by the organizer according to the list below, the booking becomes binding:

Number of overnight stays	Advance payment (CHF)
up to 49	500.00
50 to 109	1,000.00
110 to 169	2,000.00
170 to 229	3,000.00
230 and more	4,000.00
exclusive use of entire seminar grounds	5,000.00

The advance payment is due within 30 days after signing the event agreement. The transfer must be made to the following account:

Bank Berner Kantonalbank AG, Bern, Switzerland
SWIFT BIC KBBECH22
IBAN CH92 0079 0016 6397 7638 0
Account holder Verein Zentrum der Einheit
Schweibenalp, 3855 Brienz, Switzerland (CH)

Please indicate the event reference number (see event agreement), the name of the event, the date, and the name of the organizer with the transfer.

Any bank charges shall be borne by the organizer.

In the event of late payment, reminder fees of CHF 25.00 per reminder will be charged from the second reminder onwards. Interest on arrears of 5% per annum will be charged on late payments from the second reminder onwards without further notice.

The advance payment shall remain in the above-mentioned account until all costs have been settled in full. After the event has taken place, the advance payment will be offset against the final amount, refunded within 14 working days, or transferred to a subsequent booking.

10. Discount for Organizers

The maximum discount amounts to CHF 1,600.00.

Total overnight stays	Discount
up to 19	no discount
20 to 59	25% discount for 1 organizer in a single room
60 to 89	50% discount for 1 organizer in a single room
89 to 119	75% discount for 1 organizer in a single room
120 to 159	100% discount for 1 organizer in a single room

In addition, from 160 overnight stays onward, a 100% discount for 1 assistant in a shared room is granted.

The number of overnight stays is calculated based on the overnight stays generated by the seminar participants (excluding seminar leader and assistant).

These discounts apply to seminars with the current seminar guest prices (www.schweibenalp.ch/preise) and are shown as a discount on the invoice.

11. Cancellation of the Event

Cancellation of an event must be made in writing by the organizer and will be confirmed in writing by the Zentrum der Einheit. The date of the postmark or the email applies. In the event of cancellation, the following costs will be charged to the organizer:

CHF 300.00 withdrawal and processing fee for cancellation up to 180 days before the start of the event

- 15% of the expected event costs* for cancellation 179 to 90 days before the start of the event
- 30% of the expected event costs* for cancellation 89 to 30 days before the start of the event
- 60% of the expected event costs* for cancellation 29 to 0 days before the start of the event

*The expected event costs consist of the number of announced event participants x number of nights x CHF 115.00.

In the event of contractually recognized force majeure, both parties may withdraw from the contract without incurring costs. Any advance payment already made by the organizer will be refunded by the Zentrum der Einheit. Further claims for damages are excluded.

12. Liability and Insurance

The organizer is liable for negligent or intentional damage to the inventory or furnishings of the Zentrum der Einheit. The organizer is also liable for their own equipment. Insurance is the responsibility of the organizer and the event participants.

The Zentrum der Einheit assumes no liability for the use of unattended cloakrooms.

Responsibility for the physical, emotional, and mental well-being of the event participants lies exclusively with the organizer and the event participants themselves.

13. Complaints

The Zentrum der Einheit is committed to the well-being of its guests. Should complaints nevertheless arise, the organizer is requested to contact the responsible person of the event organization or the on-site management immediately. Claims made only after leaving the Zentrum der Einheit can no longer be asserted.

14. Decorations and Equipment

Equipment and decorations brought along may be used in consultation with the Zentrum der Einheit and must be dismantled and taken away by the organizer immediately after the end of the event.

15. Public Playing of Music

The Zentrum der Einheit points out that organizers who publicly play music as part of an event are obliged to obtain the appropriate license from SUISA (more information at www.suisa.ch).

16. Additional Income of the Organizer

Additional income and commercial activities on the grounds of the **Zentrum der Einheit require the express consent of the Zentrum der Einheit. In addition, the following conditions apply:**

- Flat-rate rental per sales table CHF 20.00 (regardless of the duration of stay)
- 10% of sales revenue goes to the Zentrum der Einheit

17. For Zoom or comparable live broadcasts, an additional fee of CHF 200.00 is charged for the seminar leaders.

18. Lost Property and Items Left Behind

Lost property and items left behind will only be sent upon advance payment of postage. After 30 days, lost property and items become the property of the Zentrum der Einheit.

19. Place of Jurisdiction

The place of jurisdiction is at the registered office of the Zentrum der Einheit.

20. Foreign Seminar Leaders

Seminar leaders residing outside Switzerland are themselves responsible for all required permits, insurance, and the A1 form. The Zentrum der Einheit assumes no liability in this regard.

Note:

For reasons of better readability, the simultaneous use of male and female forms has been omitted in these GTC. All personal designations apply equally to all genders.

Status: January 2026

Price and condition changes remain reserved.