

Kassel Marketing GmbH - Kassel Kongress Palais
General business conditions (AGB) and house rules

§ 1 Scope of application

1. Kassel Kongress Palais (hereinafter referred to as "venue") is marketed and operated by Kassel Marketing GmbH (hereinafter referred to as "landlord" or "operator").

2. The present AGB apply to all contracts connected to the holding of events, especially cession of the venue concerned, event areas and rooms, use of technical and other facilities, provision of affiliated services and works as well as preparation of mobile facilities and structures.

3. In addition to the present AGB the "safety provisions for events" apply, if hirer or others commissioned by him intend to bring into the venue performance areas, podiums, technical equipment, decorations or accoutrements or if event features requiring permission are to be carried out (e.g. use of fire, pyrotechnics, lasers or smoke machines).

3. The present AGB and the safety provisions are applicable to physical persons as well as companies, businessmen, commercial operatives, juridical public officials and special public legal bodies (hereinafter referred to as "companies"). These conditions also apply to companies for all future contractual relationships. Additional or contradictory contract conditions used by our hirers apply only when landlord has specifically acknowledged them in writing.

4. If agreements have been concluded with hirer in the contract or in an appendix thereto that vary from the present event conditions, these agreements always take precedence over the relevant regulation in these event conditions.

§ 2 Origin of contract relationship and contract supplements

1. All contracts and supplements to the contract with landlord should be in writing to guarantee enforceability. For this purpose landlord sends two unsigned copies of the proposed contract with appendices to hirer, and this can also be done electronically as PDF for hirer to print. Hirer signs two copies and sends them within the stated contract return deadline back to landlord. This despatch of the two legally-signed contract copies constitutes a legal offer for conclusion of the contract. By countersigning one copy of the contract and sending it to hirer, landlord accepts and concludes the contract.

2. In addition to these AGB the so-called "safety provisions" apply, if an event intends to use inflammables, pyrotechnics or lasers, podiums, stands or performance areas are to be used/ erected or decorations brought in or if it envisages stage or studio lighting or other technical equipment to be installed by hirer/organiser or by companies in their service. If hirer/organiser plans such measures/structures, he is sent the safety provisions on request, if they were not attached as appendix to the contract. The safety provisions do not accompany contract conclusion, if at that time hirer's event planning is still fluid. Hirer undertakes to make the safety provisions unrestrictedly binding on his employees and all contractors working for him (agencies, technicians etc.) and to be responsible for their compliance.

3. If in the context of contract performance supplements or changes are agreed to the contract, the requirement for written form is met by electronic or fax transmission when the other party confirms. Short-term requests for media or technical equipment during construction or during the event mean confirmation generally takes place via handover certificate or delivery note.

4. Verbal or written reservations and so-called options for hirer reserve only the option of subsequent contract conclusion. They end with expiry of the confirmation deadline mentioned in the reservation/option or contract without additional information being given to the party reserving. Reservations cannot be assigned to others.

§ 3 Hirers, organisers and event leaders

1. If hirer is not at one and the same time organiser (but perhaps a middle-man or an agent), he should name organiser in writing in the contract and familiarise him with all main and ancillary contractual obligations. Hirer remains responsible to landlord for fulfilment of all duties. In a case of this sort organiser is hirer's agent. Actions and declarations of organiser and those working for him should be taken by hirer as his own and acted upon.

2. If apart from hirer no other is named in the contract as organiser, hirer is indeed organiser and should thus implement all duties devolving on organiser under the wording and spirit of these conditions as well as under the safety provisions.

3. Cession of areas, halls or rooms wholly or in part against payment or free of charge to others requires landlord's written approval. Approval is assumed, if the others are named in the contract.

4. Permission for cession of areas to exhibitors (others) in the case of associated trade exhibitions is deemed given, if the exhibition is described as such in the contract or in specifications.

5. Hirer/organiser should inform landlord of a person with authority to decide, who should be on site as event leader during construction and dismantling as well as during the whole extent of the event. The event leader has to participate in a joint on-site inspection of the venue with a view to familiarising himself with the event rooms and also the emergency escape routes. At landlord request the event leader has before the event to go through and be introduced to the safety provisions to be ob-

served. The event leader additionally undertakes to be present at all safety discussions especially with the fire brigade and/or police and/or those thought by landlord to be helpful.

6. The event leader's job is to ensure orderly and safe event proceedings. He undertakes to be present, must be reachable at all times and has to make all necessary decisions in consultation with landlord's appointed counterpart, authorities and external services (fire brigade, police, construction office, public order office and sanitary services). The organiser's event leader undertakes to stop the event if a risk to persons in the venue renders this necessary, if the units, facilities or equipment necessary for safety are out of order or if the operating regulations in the Hessian Venue Directive (H-VStättR) are not (cannot be) observed. The event leader shall be supported by a contact appointed by landlord.

7. Obligations incumbent upon hirer and organiser under contract conditions and safety provisions may in case of necessity lead to curtailment

§ 4 Contract object

1. Cession of the venue, event areas and rooms is based on officially approved escape route and seating plans with fixed visitor capacity for the purpose organiser declares. An exact description of the object used, maximum visitor capacity and purpose appears in writing in the contract or as appendix thereto. If no data on visitor capacity are agreed, hirer can always submit his event plans and view existing, approved escape routes and seating plans. In any case hirer should ensure that definitely not more visitors are admitted to an event or tickets come into circulation compared with the number of visitor seats shown in the approved escape route/seating plans.

2. Alterations to ceded halls, rooms, areas and installations, alteration of escape route/seating plans as well as additional installations can only take place with written landlord approval and upon submission of any official permission required. Duration, costs and risk of approved viability are fully borne by hirer.

3. If hirer is not renting the whole venue, he does not have a right to exclusive use of entrances/exits, foyer areas or functional areas such as toilets, cloakrooms or external areas. He has communal access to these areas in common with other hirers, their visitors and even landlord. If the venue is hosting several events concurrently, each hirer should behave in such a manner as to prevent mutual disturbance of any other event. Hirer has no contractual claim for curtailment of another hirer's event.

4. For safety and operational reasons landlord has the right of access to the ceded halls/rooms/areas during construction and dismantling phases and during the event.

§ 5 User fees, operating costs and ancillary costs

1. The contractually agreed consideration is shown in the contract or calculated from landlord cost and service overviews attached to the contract. Provided not specifically decided otherwise, all agreed consideration is understood to be net of the legal VAT prevailing at the time of service provision.

2. Information on services and consideration is based on the respective status of event planning. Changes to hirer's event planning lead to appropriate adjustment of consideration.

3. As a matter of principle all building equipment and facilities as well as all technical facilities hirer orders from landlord for his event may only be connected and operated by landlord's technical staff or by his technical service partners (also see § 8). Costs arising in connection with deployment of technical operatives are borne by hirer.

4. According to § 40 H-VStättR "persons responsible for and specialists in event engineering" hirer is responsible for costs of managing and monitoring construction and dismantling of stages, studios and lighting facilities and for holding the event. Details on procurement and duty of attendance can be found in the Kassel Kongress Palais safety provisions and safety concept for events.

5. The scope of potentially necessary calls upon fire brigade, fire security service, sanitary, guard and security services depends on the type of event, the space and rooms used, number of visitors and specific individual event risks. Costs arising from attendance and use of these services are also borne by hirer.

6. Hirer undertakes to book guard and security services contractually linked with landlord. He is familiar with the venue and the requisite safety facilities as well as with the safety/evacuation concept of the venue. If hirer should exceptionally be allowed to commission his own security services, landlord's security services should nonetheless be booked as well. Only thus can appropriate instruction of all employees of a "locally unfamiliar security service" be ensured. All costs for instruction/qualification of the security services are also borne by hirer.

7. Monitoring of entry and access doors from beginning of construction to end of dismantling is responsibility of hirer, if landlord's security services are not contractually provided or commissioned for these items and for this period. All external doors including delivery and courtyard gates (access to concert garden) affording access to the hired premises count as entry and access doors.

8. Landlord can request payment of a deposit of 10 % of the agreed consideration upon contract conclusion, 50 % three months in advance and remaining consideration one month before the event begins.

9. Complete accounting for the event is based on a final bill after the event reflecting services deployed and utilised as well as fixed deployed services irrespective of the extent of use plus operating and ancillary costs arising. Down payments made are offset against the final bill.

10. After invoicing payments should be made into landlord's account latest on due date. In case of late payment delay payment interest is charged at legal levels. Landlord reserves the right to justify charging higher interest.

11. In accordance with § 14 para 1 sentence 8 UStG landlord is entitled to send all invoices to hirer in electronic form by email as picture files or documentary attachments or by computer fax.

§ 6 Cession and return

1. With cession of the venue or hired rooms and areas and upon landlord request organiser commits to a joint viewing of the property including technical facilities, emergency exits and escape routes. If landlord requires organiser to appoint an event leader, the latter should take part in the viewing upon landlord request and familiarise himself with the venue during the viewing.

2. If hirer identifies defects or damage at the property, these should be noted in writing and brought to landlord's attention immediately in writing. Either party may demand issue of a handover certificate covering the condition and any defects or damage.

3. Hirer or his agent should remove without trace any objects, structures, decorations and the like brought in during use by agreed end date and restore original conditions. Any items remaining after expiry of this deadline may be removed at hirer's expense.

§ 7 Food and drink and merchandising

1. As a matter of principle hirer has no right to offer or bring into the premises, halls or rooms food, drink, refreshments or the like himself or through others. The right to run restaurant facilities at the venue belongs exclusively to landlord and his contractually bound operators.

2. Without prior written approval from landlord hirer is not allowed to exceed the direct holding of the event with commercial activities or to deploy commercial operators such as merchandisers, florists or tobacconists to his events. If landlord approves, request can be made to landlord for stand hire or percentage share of turnover, to be determined separately.

§ 8 Technical service for events/conferences

1. Technical service for events/conferences, including operation and maintenance of technical units involving standard technical facilities given under no 2 are the exclusive remit of landlord and his contractual technical agents. The services and personnel costs are invoiced separately to hirer at market prices.

2. "Standard technical facilities" for events/conferences in the sense of this agreement covers following areas:

- a. Acoustics
- b. Lighting
- c. Multimedia presentation
- d. Recording
- e. Kongress Palais communication technology and IT services
- f. Setup services (including furniture and equipment)
- g. such as lecterns, pegboards, flipcharts, facilitator's toolbox and screens)

3. Exceptions to these regulations are special technical accoutrements (non-standard technology). These include special acoustic and lighting units for concerts or any special arrangements not falling within the scope of standard technology.

4. Hirer must submit his anticipated requirements for these services at least one month before beginning of event.

5. Kassel Marketing GmbH may reject requests for standard technical facilities at, if preparation is not possible or reasonable. If such short-notice arrangements entail special expense, they only take place once hirer gives prior agreement to pay.

6. Hirer should ensure that his employees and visitors to his event do not themselves operate or otherwise use landlord's technical facilities during the period of cession. This applies irrespective of whether employees or agents of landlord are present on site.

§ 9 Cloakrooms

1. With the exception of concerts landlord leaves it to hirer to arrange and staff cloakrooms. Landlord assumes no duty of custody or care in connection with landlord-operated cloakrooms.

2. If hirer has resort to landlord employees for his cloakroom operation, hirer should take out cloakroom insurance and evidence this to landlord. Landlord is exclusively responsible for judicious selection of cloakroom staff.

3. If concerts involve landlord providing cloakroom operation, visitors should pay

customary charges on display. Hirer has no entitlement to payment or offset of proceeds.

4. Hirer undertakes to ensure that the cloakroom facilities available are used, meaning umbrellas, shopping bags and luggage items should be deposited at the cloakroom.

§ 10 Admission/pass system and video monitoring

1. Upon landlord request hirer is required to use landlord's admission/pass system for all own employees and providers deployed.

2. Video monitoring was installed on 01.06.2015 in the Kongress Palais and will be used there as from 1.1.16. Monitoring will cover the large meeting rooms, foyer areas, entrance areas internally and externally and the external façade of the whole complex. At organiser's request individual video cameras can be switched off in individual rooms/premises in exceptional cases.

§ 11 Regulations covering parking spaces

1. Hirer enjoys the availability of a limited number of paying parking spaces on the premises or in venue vicinity

2. If radio and television lorries come to the event, these may only be parked in consultation with landlord in specially-assigned areas.

3. The fire brigade parking zones on both sides of the historical house and fire brigade access to the concert garden (both sides in a 5 m-wide strip from access gate to the rear of the historical house) must be kept unobstructed. Landlord may tow any illegally parked vehicles away at hirer's expense.

§ 12 Advertising and promotion

1. Advertising for the event is responsibility of hirer. All types of advertising on the premises and on or in halls or rooms require prior landlord approval. This also applies to promotion activities at venue. Hirer should advise of these in writing with reference to type, scope, security aspects and costs for landlord approval.

2. Organiser undertakes to affix or have affixed placards or similar advertising material referring to the event to public or government facilities in the city of Kassel only upon contractual arrangement with local authorities or Deutsche Städte-Medien GmbH, tel. 0561 / 97897-0.

3. Landlord is not obliged to remove advertising material already existing on his premises, even if there is a risk of competition with organiser's advertising material. Landlord approval is required for concealment by organiser of advertising material already existing.

4. Hirer undertakes to name organiser in all advertising and in all publications to prevent the impression being given that landlord is organiser.

5. "Kongress Palais Kassel" and the original logo are to be used exclusively in original script when naming the venue in all types of announcement (also online) such as printed material, placards and admission tickets. The respective drafts are specifically provided for this purpose.

§ 13 Production of sound, picture/sound and picture recordings

1. Sound, picture/sound and picture recordings as well as other recordings and broadcasts of the event of all types (radio, TV, internet, loudspeakers etc.) are subject to copyright approval and require written landlord approval.

2. Members of the press, radio and television are admitted for live reporting in line with prevailing safety provisions and seating plan. Landlord should be informed of any planned live reporting well in advance of the event.

3. Landlord has the right to prepare picture recordings as well as drawings of the event and items displayed and used or have them made for documentation purposes or for publication, provided hirer does not object in writing.

§ 14 GEMA fees

Timely registration of GEMA-dutiable works with GEMA as well as timely payment of GEMA fees are exclusively responsibility of hirer. In timely fashion before the event landlord can request from hirer written evidence of registration with GEMA, payment of GEMA fees and/or GEMA invoices to organiser. If hirer cannot or is not prepared to provide the evidence, landlord can demand from hirer collateral for the amount of probable GEMA fees.

§ 15 Official permits and legal reporting requirements

1. Hirer should comply with all official and legally-prescribed reporting and notification obligations as required, obtain permits and implement official directives, provisions and conditions, provided not otherwise stipulated in these event conditions or the contract.

2. Hirer is fully responsible for observing the legal provisions prevailing at the time of the event, especially H-VStättR, labour protection legislation, labour law, industrial code, youth protection law and trade association accident prevention provisions.

3. Organiser bears fees and taxes in connection with holding the event. Hirer should pay VAT on all income from the event (sales of cards and programmes etc.). Any artists' social contribution potentially arising on payments to artists is payable by organiser in a timely manner to the artists' social insurance body.

§ 16 Liability of hirer

1. Hirer is liable for all damage attributable to him his agents and assistants, organiser and his guests or others in connection with the event in line with legal regulations. This applies also in a case where hirer has not acted responsibly in the selection of agents and assistants.

2. Hirer exempts landlord from all claims of third parties connected with the event, provided these are attributable to him, his agents and assistants or his guests and visitors. This exemption also extends to any official fines and offences (e.g. for disturbing the peace, blocking escape routes, exceeding permitted visitor numbers and disregarding smoking restrictions) that might accrue in connection with the event to landlord as venue operator.

3. Hirer irrevocably exempts landlord from all claims arising because the event or advertising for it contravenes the rights of others (especially copyright, picture and naming rights, brand rights, competition rights and personality rights) or other legal provisions. This exemption also extends to all warning, court-related and legal costs arising.

4. Hirer takes out organiser liability insurance for the event with following cover:

5,000,000.00 EUR	overall for damage caused to persons, things and assets
5,000,000.00 EUR	for rental property damage to building and premises
250,000.00 EUR	for extended rental property damage to premises and facilities
50,000.00 EUR	for rental property damage by visitors

Upon request landlord can arrange insurance at hirer's expense.

5. If hirer has not evidenced suitable insurance cover by latest 14 days before the event, landlord is entitled to take out insurance at hirer's expense in fulfilment of provisions and coverage amounts laid out in §16 para 4. Processing fee is calculated at 30 Euro net per insurance policy.

§ 17 Liability of landlord

1. Strict liability of landlord to compensate pre-existing defects, namely for defects not known at the time of contract conclusion, is out of the question.

2. Any reduction in compensation for defects is only enforceable, if landlord was informed of this intention during the session.

3. Landlord liability for simple negligence is out of the question, provided no cardinal obligations are contravened. If cardinal obligations are contravened landlord compensation for cases of simple negligence is limited to predictable, contract-typical and average direct damage depending on type of contract. By cardinal obligations is meant undertakings key to the orderly performance of the contract marked by fulfilment a contract partner can and should already be able to rely on, so actually they are the most significant contractual obligations.

4. If significant contractual obligations are contravened, landlord compensation for cases of simple negligence is limited to predictable, contract-typical and average direct damage depending on type of contract.

5. Landlord is not liable for damage arising from measures for upholding security and order. If an erroneous estimation of risk leads to curtailment, cancellation or premature termination of the event on landlord instructions, landlord is not liable for cases of simple negligence.

6. Landlord assumes no liability in cases of loss occurring to organiser, his agent or visitors of items brought in such as facilities, structures and other valuables, where landlord has not committed to providing paid custodian services. In individual cases and upon request of hirer landlord may arrange special guard services against reimbursement of costs.

7. If in line with the provisions of these business conditions liability is either precluded or limited, this also applies to landlord's agents and assistants. Landlord is liable just as hirer for any error on the part of agents without the possibility of discharge from debt on the basis of culpa in eligendo.

8. None of the above liability exclusions and limitations applies in cases of premeditated injury to life, body or health of persons, as well as in the case of specific assurance of features.

§ 18 Withdrawal/termination by landlord

1. If significant contract obligations are contravened, deadlines are set in vain and penalty of service denial has been issued, landlord is entitled to withdraw from contract, especially if:

- payments due from hirer (rent, ancillary costs, security payment) are not forthcoming on time
- the event results in disturbance to public security and order or damage is caused to the prestige of the city
- official permits or permissions necessary for the event are not obtained
- the purpose of use mentioned in rental contract is significantly diverged from
- at contract conclusion, especially in disclosing the purpose, hirer concealed the

fact that the event was to be staged by or for a political party or religious/"quasi-religious" organisation

- hirer is responsible for contravening legal provisions, especially legal venue regulations, or official conditions and orders
 - hirer fails to comply with his legal and official duties, only in so far as these are connected with the event, or his contractually committed duties of information, notification and payment to landlord or authorities, fire brigade, sanitary and emergency services or GEMA
 - bankruptcy proceedings are initiated over hirer's assets or declined for lack of substance
2. If landlord resorts to his right of withdrawal outlined in § 18 numbers 1 a) to 1 h), he retains the right to claim payment as agreed, but he is billed with expense savings

3. If hirer is an agency, both landlord and agency possess special right of termination in case organiser revokes or terminates the agency contract. This special right of termination can only be exercised, if organiser takes over from the agency all rights and duties in the existing contract with landlord in their entirety and lodges appropriate collateral upon landlord request.

§ 19 Withdrawal/termination by hirer

Ordinary termination of the rental relationship is out of the question. Withdrawal from the contract or extraordinary termination is only possible in cases regulated by law. Landlord's right to demand compensation is not affected.

§20 Force majeure

1. Force majeure is an external occurrence that has a massive impact on the contractual relationship, that cannot be foreseen on the basis of human judgement and experience and that cannot be averted or rendered harmless by economically acceptable means or by the utmost care that can reasonably be expected in the circumstances.

2. If an event cannot be carried out as planned on the agreed date as a result of force majeure, both parties shall be entitled to demand an adjustment and, where necessary, a postponement of the event date if adherence to the unamended contract cannot reasonably be expected. The standard of assessment is derived from Section 313 German Civil Code (BGB).

3. If the adjustment of the event or a postponement of the event date within a period of 365 days – starting from the originally agreed event date – is unreasonable, both parties shall be entitled to withdraw from the contract. The party that invokes the impossibility of the adjustment or of the postponement of the date is obligated to inform the other party in writing of the decisive reasons for this before declaring its withdrawal from the contract. The other party must immediately, within 5 days at the latest, declare whether it accepts the reasons for the adjustment or the postponement of the date being unreasonable. Otherwise the reasons are deemed to be acknowledged in consideration of the withdrawal from the contract. The deadlines and the requirement for text form are deemed to be observed if the declaration is sent electronically in text form and the receipt of the declaration by the other party is confirmed electronically.

4. In the event of a withdrawal pursuant to No. 3, the organiser remains obligated to settle all the expenses that the operator has already incurred by the time of the cancellation of the event, including the costs for service providers that have already been engaged. In other respects, the parties are released from their performance obligations.

5. The organiser bears the risk for the absence of artists and participants in the event, weather such as snow, ice or storms and external occurrences that have an effect on the event, e.g. demonstrations, threatening calls, the discovery of so-called "suspicious objects". The organiser is recommended to take out a contingency insurance policy for its event if he would like to safeguard appropriately against the financial risks associated with a possible cancellation or abortion of his event.

§ 21 Enforcement of house rules

1. The unlimited house rules are imposed on organiser, his visitors and others and they continually favour landlord and persons assisting him during the duration of the contract relationship

2. Hirer/organiser and his event leader are governed in the ceded premises by domiciliary right for secure staging of the event in adequate scope alongside landlord. Hirer/organiser and his event leader undertake to use the ceded venue for secure and orderly staging of the event. They are responsible for imposing the house rules on visitors. If there are contraventions against the house rules, they should take the necessary measures to prevent further contravention.

3. At all times landlord's authorised persons are to be afforded access to all event rooms and areas in the context of enforcing the house rules.

§ 22 Cancellation of events

In a case of contravention of significant contract obligations or security provisions and in certain dangerous situations landlord can demand from organiser evacuation and surrender of the contract object. If organiser does not comply, landlord is entitled to have evacuation performed at expense and risk of organiser. In such a case hirer remains obligated to pay the full consideration.

If there is a failure of security equipment or contravention of the operating provisions in line with §38 (4) VStättV, operator and hirer are obliged to cancel the event.

§ 23 Data processing and use

Landlord cedes the event rooms and areas described in the contract for holding of concerts, congresses, meetings and sporting, cultural or other events. In order to fulfil contractually agreed business purposes personal data are gathered, processed and used.

§ 24 Rights of offset and retention

Hirer enjoys rights of offset and retention against landlord only if his counterclaims are legally established, uncontested or acknowledged by landlord.

§ 25 Place of execution, law, jurisdiction

1. Place of execution for all claims under the contract is Kassel.

2. The law of the Federal Republic of Germany applies.

3. If hirer is a company or has no general jurisdiction in the Federal Republic of Germany, all disputes under this contract or in connection with it are agreed to be heard in Kassel. Alternatively landlord is also entitled to sue hirer before his responsible court.

§ 26 Severability clause

Should individual clauses of these event conditions or the safety provisions for events prove unenforceable, this does not affect the enforceability of the remaining contract conditions. In this case the non-valid regulation should be supplemented or changed such that the original intention is achieved as far as possible.

Kassel Kongress Palais HOUSE RULES

The Kassel Kongress Palais (hereinafter referred to as the **Venue**) is marketed and operated by Kassel Marketing GmbH (hereinafter referred to as the **Operator**). The House Rules apply to the Venue and the associated outdoor area. They apply to everyone who enters the Venue or the premises or spends time there.

The Operator and commissioned third parties (e.g. organisers) exercise the domiciliary right.

The Operator is entitled to limit access to the premises – especially the hall – for visitors, exhibitors and other third parties, e.g. to only allow access upon presentation of an **admission ticket** and to check compliance with the access conditions.

Children and teenagers under the age of 14 are only admitted when accompanied by an adult. Exceptions will be announced separately. Teenagers aged 14 and older have unrestricted access, like adults. Event-related special regulations, e.g. “only for trade visitors”, remain unaffected by this.

Ticket checks on the premises may be conducted by the employees of the Operator and by security companies commissioned by the latter. Persons who do not have a valid admission ticket or are in the hall or in the grounds without authorisation in another way must immediately leave the premises.

The contents of **bags, receptacles and clothing** such as coats and cloaks may be checked. Visitors who do not agree to items that may constitute a danger to the event or to visitors being held for safekeeping by the security staff will be excluded from the event. Rejected visitors are not entitled to a reimbursement of the entrance fee. In accordance with the particular nature of the event, visitors may be prohibited from taking bags and similar receptacles into the event.

Wheelchairs and walkers may not be taken onto the galleries for safety reasons. The corresponding signs must be observed.

Persons who are recognisably under **the influence of alcohol and/or drugs**, will be excluded from the event and expelled from the grounds.

Sticking anything to walls, signs and fixtures and putting up signs or decorations etc. (including with the help of tacks or similar) is expressly prohibited. All of the facilities at the Venue must be used with care. Within the Venue, everyone must behave in a way that does not harm other people, put them at risk, obstruct them more than is unavoidable in the circumstances or bother them.

Volume during a music event: To reduce the risk of damage caused by the sound level at music events, we particularly recommend the use of ear protectors. Visitors can receive earplugs in the cloakrooms on request.

House bans that are pronounced by the Operator apply to all ongoing and future events that are conducted in the Venue. The Operator makes the decision about whether to lift a house ban on request at its own discretion.

Keeping the fire brigade deployment zones free: the fire brigade deployment zones to the left and right of the Historic House and the fire brigade access in the concert garden (on both sides 5 m width from the entrance gate to the back of the Historic House) must always be kept free. Vehicles parked without authorisation will be towed away at the owner's expense.

Food and drink can be purchased in the Venue. Visitors are not permitted to bring food and drink with them.

Smoking is prohibited in the Venue. The notices to this effect must be observed.

The **measures to prevent infection** that are indicated separately in the Venue must be observed and strictly complied with at all times.

Any conduct that may disrupt the proper course of the event or infringes the legitimate interests of the Operator in another way is prohibited. Especially:

- Any unauthorised commercial activity at the Venue (especially offering objects and services of all kinds – for money or free of charge);
- The unauthorised distribution or posting of leaflets, brochures, posters, magazines etc. or the attachment of any kind of sticker;
- The contamination of the hall areas or the outdoor area, as well as any conduct that may pollute or endanger the environment;
- The use of bicycles, scooters, kickboards, roller skates, inline skates, skateboards and comparable means of transport in the Venue and on the premises;
- Unauthorised gatherings and parades of all kinds.

Visitors are prohibited from bringing the following items with them:

- Weapons or dangerous objects or things that could cause people physical injuries when they are thrown;
- Gas spray cans, corrosive or colouring substances or pressurised containers for highly flammable or health-damaging gases, except for commercial pocket lighters;
- Receptacles that are made of fragile or splintering materials;
- Fireworks, rockets, Bengal fire, smoking powder, flares and other pyrotechnic articles;
- Flag or sign poles that are not made of wood, that are longer than 2 m or that have a diameter greater than 3 cm;
- Mechanically and electrically operated instruments that emit a noise;
- Animals, exceptions: guide dogs for disabled people, seeing-eye dogs, service dogs;
- Racist, xenophobic and radical propaganda material;
- Video cameras or other audio or visual recording devices (unless the organiser has given its consent).