

We appreciate your interest in renting ISZL rooms and facilities.

The rental rates for ISZL rooms and facilities are listed below. All rentals require a refundable cleaning and key deposit of CHF 100.00 paid in advance. Special rates may apply for event rentals involving the ISZL community.

For a full day rental, the reservation will from 8:00 AM to 5:00 PM. It may be possible, upon request, to make special arrangements if a daily period longer than this is required.

Please note that for the rental of the Zug Theatre or the Riverside Aula, an additional fee of 80 per hour will be charged if the assistance of staff and/or the use of ISZL equipment is needed.

Campus	Facility	Price per hour	Price per day
Zug	Baarburg Theatre	150	600
	Rigi Gym	70	300
	Albis Gym	60	250
	Football Field	60	250
	Lunchroom	50	200
	Kitchen	70	300
	Classroom(at discretion of the Head of Campus)	50	200
Riverside	Triple Gym (including 2 changing rooms)	300	1500
	Single Gym (including 1 changing room)	120	600
	Football Field (changing rooms not included)	80	350
	Additional Changing room	80 per day or part of day	
	Lunchroom without stage area	60	250
	Aula including stage	80	350
	Kitchen	80	350
	Classroom	50	200
	Art Factory	80	350
	Dance Studio	60	250

In order to reserve a facility, please complete and return the following form.

Full Name of Liable Person/Organization:

Address:

Mobile Phone:

Email:

Date and Time of Rental:

Facility/Facilities Reserved:

Total Rental Cost:

Special Arrangements Requested:

The signee herewith agrees to the Terms and Conditions.

Date

Date

Signature of Renter

Signature of ISZL

General Terms & Conditions

- Reservations are not confirmed until approved by a leadership member of ISZL staff.
- Payment of the rental fee is requested at least two weeks prior to the use of the ISZL facility.
- A cleaning and key deposit of CHF 100.00 is to be paid in advance of the rental. The deposit will be returned if the facility used is given back in the condition stipulated below.
- ISZL staff determines the payment method of the rental fee and deposit (cash or invoice).
- Payments for long-term reservations are due before the start of the reservation period.
- ISZL reserves the right to cancel a facility rental agreement any time without prior notice due to emergency and/or educational use.
- Any damage caused by the renter will be repaired/replaced at the renters cost.
- If necessary, ISZL will charge additional fees for time and effort of its staff (in regard to tidying and clean up, replacing and/or organizing) at the rate of CHF 80.00 per hour.

Specific Terms & Conditions

Baarburg Theatre and Riverside Aula

- Only ISZL staff is allowed to make use of the technical equipment, e.g. sound and lighting
- No food or drinks are allowed in the main theatre
- Tables and chairs returned to their original positions
- All rubbish must be placed in the bins provided
- Turn off the lights and lock the door

Football Field

- No rubbish left on the field
- Please take all recycling (pet bottles and cans) with you
- Close the umbrella, all sport equipment should be return to its storage

Gyms

- No food and drinks permitted in the gym areas
- Floors should be swept and only white sole shoes to be worn
- All scuff marks on the floors are to be cleaned off
- Use of the school sport /educational equipment is prohibited

Lunchroom

- Floors must be swept and left clean
- Return tables to their proper position
- No food left on the table or floors
- All rubbish in the bins
- All recycling in the Blue pet container
- Turn off the lights and lock the door

Kitchen

- Room and all equipment must be left clean and returned to the original condition
- All Rubbish in the bins

Classroom

- Floors swept and cleaned
- Tables and chairs returned to their original positions
- Do not remove any student work or classroom material
- Teacher's workspace is not to be used

Other Indoor Facilities

- Furniture in all rooms must be replaced to the original condition and positions
- All rubbish must be placed in bins provided

Other Outdoor Facilities

- Area must be left in the original condition.
- All rubbish must be placed in the bins provided