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## GENERAL RENTAL CONDITIONS

### Introduction

To make sure that all organised events at Château d'Aigle run smoothly, event organisers and guests are requested to observe the general rules and regulations of room hire.

These general terms and conditions apply to all events taking place at Château d'Aigle, in its courtyards and gardens as well as in Excellencies Hall located in the Tithe Barn.

The general terms and conditions form an integral part of each rental contract.

### Article 1 – Schedule for room hire

Up to two events per day can be held in the same reception room. The timetable for setting up and clearing up is determined by Château d'Aigle to allow each event organiser to enjoy optimum use of the venue.

The time that a hall is available for the event is written on the rental contract. Organisers may request exclusive use for the entire day from 10 a.m. onwards, paying an additional fee of CHF 300 per room.

Events can be held every day at Château d'Aigle depending on rooms availability. By order of the police, the Château shuts its doors at midnight except on Fridays and Saturdays when it shuts at 3 a.m.

Exceptional wedding ceremonies take place on the 2<sup>nd</sup>, 3<sup>rd</sup> and 4<sup>th</sup> Saturdays of the month at:

- 11:00 a.m.
- 01:00 p.m.
- 02:30 p.m.
- 04:00 p.m.

Each married couple is allowed 15 minutes to decorate the room before the service, decorations which must be taken down immediately after the ceremony ends.

Château d'Aigle is open to the public at the following times:

- November to March: 10:00 am. to 05:00 p.m.
- April to October: 10:00 a.m. to 06:00 p.m.

Hiring a reception room in Château d'Aigle does not give exclusive occupational rights to the venue. Naturally, visitors will not be allowed to go into the private reception halls but will still be free to visit the various rooms in the museum and the rest of the Château.

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## Article 2 – Cocktails and dinners

Château d'Aigle's reception halls are only hired out in tandem with a cocktail or dinner organised by one of the outside registered caterers unless they are being used for a seminar, general assembly, or weddings.

Any aperitif, snack or meal served in the rooms of the Château d'Aigle must be organized by one of our approved caterer:

- Fairmont Le Montreux Palace [www.fairmont.com/montreux/](http://www.fairmont.com/montreux/) +41 21 962 10 05
- Héritier Traiteur SA – [www.heritier-traiteur.ch](http://www.heritier-traiteur.ch) - +41 21 905 11 76
- La BadouxThèque - [www.group-events.ch/la-badouxtheque/](http://www.group-events.ch/la-badouxtheque/) - +41 24 467 00 40
- La Pinte du Paradis – [www.lapinteduparadis.ch](http://www.lapinteduparadis.ch) – +41 24 466 18 44 /
- RSH Quality Food Concept SA – [www.rsh-traiteur.ch](http://www.rsh-traiteur.ch) - +41 21 635 29 80
- Traiteur Reichenbach – [www.reichenbach-saveurs.ch](http://www.reichenbach-saveurs.ch) - +41 79 155 35 18
- Festin Traiteur by La Goutte d'eau - [www.lagouttedeau.ch](http://www.lagouttedeau.ch) - +41 (0)24 466 16 15
- 3T By Steph Sàrl - [www.3tbysteph.ch](http://www.3tbysteph.ch) - +41 (0)79 252 90 55
- Traiteur de la Côte – [www.traiteurdelacote.ch](http://www.traiteurdelacote.ch) - +41 78 322 09 60

The wines served in the rooms of the Château and the Maison de la Dîme must come exclusively from approved wine merchants (see list below). Your caterer will advise you on your choice of wines and inform you of any corkage fees that may apply.

- Artisans Vignerons d'Ollon – [www.avollon.ch](http://www.avollon.ch) - +41 24 499 25 50
- Artisans Vignerons d'Yverne – [www.avy.ch](http://www.avy.ch) - +41 24 466 23 44
- Badan Vins – [www.badanvins.ch](http://www.badanvins.ch) - +41 24 466 92 72
- Badoux - Vins – [www.badoux-vins.ch](http://www.badoux-vins.ch) - +41 24 468 68 88
- Cave Alain Emery – [www.cave-emery.ch](http://www.cave-emery.ch) - +41 79 797 88 31
- Cave Borloz / Alexandre Favre – [www.aleajactaest.ch](http://www.aleajactaest.ch) - +41 79 658 37 21
- Cave du Clos Aimond - [www.cave-du-clos-aimond.ch](http://www.cave-du-clos-aimond.ch) - +41 79 413 40 76
- Château Maison Blanche – [www.maison-blanche.ch](http://www.maison-blanche.ch) - +41 24 466 32 10
- Commune d'Aigle – [www.aigle.ch](http://www.aigle.ch) - +41 24 468 41 11
- Commune d'Yverne – [www.commune-yverne](http://www.commune-yverne) - +41 24 466 25 22
- Domaine de la Baudelière – [www.artisanes-vigne-vin.ch](http://www.artisanes-vigne-vin.ch) - +41 79 353 67 58
- Domaine de la Pierre Latine – [www.pierre-latine.ch](http://www.pierre-latine.ch) - +41 24 466 51 16
- Domaine de l'Ovaille – [www.ovaille.ch](http://www.ovaille.ch) - +79 323 26 06
- Domaine Les Portes Rouges – [www.portes-rouges.vin](http://www.portes-rouges.vin) - +41(0)78 888 99 56
- Domaine des Hospices Cantonaux - +41 21 557 92 68
- Les Celliers du Chablais – [www.celliersduchablais.ch](http://www.celliersduchablais.ch) - +41 24 466 24 51
- Pierre-Alain Meylan – [www.pameylan.ch](http://www.pameylan.ch) - +41 79 210 98 14
- Propriété Veillon au Cloître – [www.veillon-au-cloitre.ch](http://www.veillon-au-cloitre.ch) - +41 24 466 23 66
- Raoul & Stefanie Moret – [www.moret.ch](http://www.moret.ch) - +41 24 466 67 06
- Rapaz Frères – [www.rapazfreres.ch](http://www.rapazfreres.ch) - +41 24 463 34 72

In case of violation of this rule, organisers will have to pay a CHF 2,000.- surcharge.

To maximise the best use of equipment, only the caterers are allowed to set up the room. All questions concerning the set up and decoration of the room must be directed to the caterers.

### **Article 3 – Parking & organisation**

Parking places around Château d'Aigle are limited. Only 10 places are available, and these cannot be reserved as they are also used by regular Château visitors and clients of the restaurant *La Pinte du Paradis*.

For security and access reasons, it is strictly forbidden to park in front of the Château or on the road. Council rules and regulations are routinely implemented by police controls of the area. Parking spaces are available on the Avenue du Chamossaire as well as the Place Chevron. It is of course possible to drive up to the Château to drop off passengers.

Deliveries of equipment by organisers or by other suppliers of wine, flowers, etc. can only be carried out with approval from Château d'Aigle management. Appointments must be fixed ahead of time to coordinate all deliveries and storage needs. Vehicles are only allowed to park in front of the Château for as long as it takes to deliver.

### **Article 4 – Security and damages**

Any event taking place on Château premises which involves over 150 people must be supervised by a security agent appointed and paid for by the organisers. Château d'Aigle generally works with the Securitas company.

Any damages to Château d'Aigle or to the equipment provided will be invoiced to the organisers who are kindly asked to voluntarily report all known damages to the Château's reception desk.

You must have civil liability insurance in your name or in the name of your company/business if you are booking under its name. If necessary, we may ask you to send us a copy.

It is forbidden to use Sellotape, nails or drawing pins on the walls, floors, and ceilings of all the rooms in Château d'Aigle.

Throwing rice, flower petals or anything which would litter the floors of Château d'Aigle is strictly prohibited. Any extra cleaning will be charged to the organisers. Use of incandescent objects such as flaming torches, fireworks and smoke bombs is strictly prohibited in and around the premises of Château d'Aigle.

Dogs are not welcome in Château d'Aigle's reception halls.

## **Article 5 – Rates & payment conditions**

Hire of the halls include the following amenities:

- Use of the room and/or the interior courtyards of the Château and/or the garden rented according to conditions of the contract, but this never includes the exterior of Château d'Aigle, which is public property
- Electricity and heating (if required)
- Use of the kitchens and all equipment needed to serve a cocktail or a dinner by one of the official caterers
- Putting the chairs in place for an exceptional ceremony or a seminar
- Event administration

Payment is to be made as outlined below:

- 50% of the global cost at the time of booking, so guaranteeing the reservation
- The balance, following the event

The amount indicated on the rental contract includes all relevant taxes. Supplements may be added in the following cases:

- Use of room other than indicated in the contract
- Damage and breakages
- Wine service that does not conform to general terms and conditions

**Cancellation policy:** Once the contract has been signed, the booking is considered final. Upon confirmation, the first deposit of the total booking amount is non-refundable in the event of cancellation. If cancellation occurs less than two months before the event, the full amount of the services is due.

## **Article 6 – Cleaning up**

Cleaning of the rented rooms is included in the rental price.

**The present rules and regulations form an integral part of the rental contract concluded between the organisers and Aigle Château. The conclusion of a rental contract explicitly implies the acceptance of the present rules and regulations by the organisers.**