

Terms of Use

The organizer acknowledges that the event takes place in an architecturally highly valuable building. The organizer is required to exercise particular care and to remind it is legal representatives, agents, and/or subcontractors to take increased care. The organizer ensures that the licensed premises, including the equipment therein, are treated with care, and kept in a good condition.

I. General

1. The event organizer is required to invite all companies to observe the terms of use.
2. All quoted prices are to be understood as net prices, plus the appropriate state Value Added Tax.
3. The location will be handed over to the event organizer or a representative named by the event organizer at a set time by use of a protocol. The handing over of the location is performed by a site inspection by the event organizer or a representative. The rental period ends with the approval of the location which takes place right after the final cleaning.
4. The instructions of Cafe Moskau GmbH must be followed.

II. Entrance / Outside areas

1. The public access to the venue is via Karl-Marx-Allee 36.
2. All deliveries happen via Karl-Marx-Allee 36 or the backside. Deliveries and collections are only allowed from Monday until Saturday from 6 am until 10 pm. On Sundays and public holidays they take place only in exceptional cases and after consulting Cafe Moskau GmbH. Road traffic regulations are applicable (StVo).
3. The integration of external areas which do not belong to the property of Salon Babette requires an official permit and should be coordinated with Cafe Moskau GmbH. Official permits have to be granted by the appropriate authority.
4. The event organizer must manage the orderly process of delivery traffic with its own staff.
5. Driving on the footpath or on green areas is not permitted.
6. During rehearsals, sound checks and shows all external doors must be kept closed. The use of sound systems and live music outside after 10 pm is only allowed at room value.

III. Function Rooms

1. The use of trolleys and sack trucks is only permitted with rubber tires.
2. All furniture must be fitted with felt protectors in order to avoid damage to the parquet flooring.
3. The floor under all bar and buffet areas must be underlaid with chairmats.
4. All curtains may only be operated by staff of Café Moskau GmbH.
5. It is not permitted to wedge any doors. The organizer is liable for any damage to the doors.
6. Emergency exits and escape routes must be kept clear at all times.
7. All foils and banners etc. must be removed without residuals by the event organizer after prior consultation with Cafe Moskau GmbH. It's forbidden to use any tape or other adhesive agents on any wall or floor of the function rooms at Cafe Moskau.
8. Any damage must be immediately reported to personnel or a representative of Cafe Moskau GmbH.
9. It is forbidden to use confetti in the function rooms or outside areas.
10. The rooms are fitted out with installed technical equipment at the ceiling via our preferred partner AMBION GmbH. Ambion GmbH needs to be consulted before making any changes.
11. The rooms are fitted out with furniture from our partner Party Rent. If needed the furniture can be removed. Removal costs are calculated accordingly.
12. All technical equipment has to be controlled by staff of Cafe Moskau GmbH.

IV. Fire Safety

1. Work that creates smoke, steam or strong heat must be discussed with Cafe Moskau GmbH in advance. The use of a fireguard depends on the nature and the extent of an event. Open fires as well as gas are prohibited in all indoor areas.
2. Smoking is prohibited throughout the building.
3. The equipment placed in the function rooms must have fire protection classification B1. An appropriate certification must be presented to Cafe Moskau GmbH.
4. Extinguishers with class F (fires involving oils) are kept in sufficient quantities by the caterer.

V. Security & Staff

1. The event organizer must present a detailed time schedule for the event including set-up and dismantling to Cafe Moskau GmbH. In case there is a change regarding the installed furniture the event organizer must also present a true to scale seating plan. All involved companies at the event must be named.
2. Special occurrences such as personal protection, public events, and processes with fire or pyrotechnics must be stated in advance and appropriate safety measures must be taken.
3. Increased staff costs are charged by actual expenses. The minimum operating-time of all staff is 4 hours per person. Adjustments can only be made up to 72 hours before the event and are therefore binding from that time on.
4. Costs for security and fire personnel are compulsory and must be booked with the minimum number. An increase may be needed depending on the type and scope of the event.

VI. Waste Disposal / Toilet staff

1. One all-purpose container (1.100 l) is free of charge for the event organizer during the event. If there is increased demand the event organizer must let it be known at least 7 days before the event. Afterwards every 1.100 l container is charged with 150 €.
2. If the event is planned for more than 4 hours Cafe Moskau GmbH requires the booking of at least one person for lavatory support during the event.

VII. Internet and WiFi

Salon Babette provides WiFi access-points and allows undisturbed web usage. Included in the offer price is a bandwidth of 10 Mbit/s. For the extension to up to 200 Mbit/s please let us know your needs and we will draw up a suitable quote.

1. The Internet + WiFi will be allocated as it is.
2. It is not the responsibility of WiFi-network whether a device can log in or not
3. The liability of the usage of the internet remains with the event organizer. It is his responsibility that all legal aspects of internet usage are maintained. (Copyright infringement, racist abuse, child pornography, data spying, illegal downloads/ uploads, etc.)
4. Fair use – no streaming, big downloads etc.