

## GOOD TO KNOW - FAQ

### Rental seminar house WITH overnight stay

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### Rental seminar house WITHOUT overnight stay

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## Rent Seminar House WITH Overnight Stay

### PRICE

**per day:** €1,650.- plus 20% VAT (Minimum booking: 2 days)

### INCLUDED

The rental of the entire seminar house includes:

- Seminar room including seminar equipment\*
- Separate office space with black/white printer
- Separate lounge areas
- Separate meeting room
- Bedrooms each one with en-suite bathroom
- Breakfast room with fireplace
- 2 terraces and use of the garden
- Toilet facilities (including 1 accessible toilet)
- Free Wi-Fi
- Free parking\*\*
- Final cleaning
- Use of the kitchen\*\*\*

\* Seminar Equipment :

- 80 Stühle (einfache Klappstühle, schwarz/Chrom), 50 Schalenstühle in Naturholz, 25 Tische (140×70 cm, Naturholz), 1 Beamer/Leinwand, 4 Flipcharts, 4 Pinnwände, 1 Mikrofon mit Lautsprechern, Yoga Kissen, Yoga Matten (160×80 cm)

\*\* The small parking area in front of the seminar house is only to be used for loading and unloading (fire brigade access). Participants' vehicles can be parked for free in one of the castle visitor parking spaces (50 meters away). Please keep the parking chip for free validation.

\*\*\* Please note that we charge a one-time fee of €100.- (plus VAT) for the use of the kitchen, as well as cleaning according to effort. The cost of waste disposal will be additionally charged based on quantity and effort. Also, please note that waste must be separated.

## NOT INCLUDED

NOT included in the rental price:

- Catering
- Cleaning of the seminar room and bedrooms, as well as bathrooms, disposal of room trash, and bed making during the rental period. (However, this can be organized by us upon request for an additional charge).
- Service personnel
- Additional equipment requested by the tenant (e.g., other/additional chairs, etc.)
- Unloading and loading (e.g., during delivery/pickup) or setting up and clearing the conference setup (setting up/bringing back tables, chairs, yoga cushions, etc.)
- Waste disposal for self-catering (bins are available in front of the seminar house)
- Return of empties (beverage deposit bottles) not organized by us

## Room Cleaning

Room cleaning and change of bed linen and towels are not included during your stay. If you wish, please inform us in advance. The costs are as follows:

### Single room:

- € 10,- for complete towel and bed linen change
- € 10,- for the service of such a change and cleaning of the room

### Double room:

- € 20,- for complete towel and bed linen change (both beds)
- € 15,- for the service of such a change and cleaning of the room

All prices are subject to 20% VAT!

## Miscellaneous / Additional Services

### Service or auxiliary personnel:

Service and auxiliary personnel can be organized by us for a temporary basis (for setup and dismantling of daily setups) or for the entire rental period (daily rate) – each billed at € 39.- per hour excluding VAT.



### **Concierge and caretaker service\*:**

For additional arrangements (such as taxi transport, framework program\*\*, catering, beverage ordering, additional furniture, etc.), as well as for secretarial and extraordinary caretaker activities, € 45.- per hour excluding VAT will be charged.

\* Concierge service only on weekdays from 8 am to 4 pm

\*\* except for the organization of castle tours with/without wine reception – these are organized for you free of charge

## **CATERING**

The Tratzberg Castle Inn / Restaurant “Schlosswirt” is happy to provide catering. Menu suggestions and prices are available upon request through us. The entire catering can generally be taken over or organized by the tenant. For the use of the kitchen, we charge a one-time fee of € 100.- (plus VAT).

In the case of self-catering, the final cleaning of the kitchen will be undertaken by us according to effort, at € 39.- per hour (plus VAT).

### **Beverage Service**

Beverages can be organized through us. Billing will then be based on consumption.

## **ADDITIONAL INFORMATION**

**Arrival/Setup/Delivery:** Arrival is generally possible from 7 pm on the day before your booking (first day which was billed to you), possibly earlier if available. Check-out, pickup of conference setup on the last day is by 5 pm at the latest.

**Barrier-free / Accessibility:** The house is partially equipped with barrier-free facilities (stair lift to the seminar room, WC, and one bedroom with a wheelchair-accessible bathroom).

**Transport Service:** Special taxi rates are available upon request (with advance booking!)



**Additional offers for your group:**

**Castle Tour** € 12,00 per Person (incl. VAT / regular price: € 14,50)

*TIP:* Don't miss the spectacular virtual reality introduction for an additional € 4,00.-

**Castle tour with wine or sparkling wine reception at a special price** of € 32,00 per Person (incl. VAT)\*

Upon request, you can round off your seminar with a castle visit including a wine or sparkling wine reception.

\* Minimum of 16 participants

**Please note:**

- Our seminar house is a non-smoking house. Ashtrays are provided on the terraces
- Parking in front of the seminar house is only permitted for the seminar organizer or for disabled persons, as well as briefly for the delivery and pickup of the conference setup. Seminar participants have access to the tourist parking lot at the castle (distance: 80 m) (see signs: P for castle visitors).

## Rent Seminar House **WITHOUT** Overnight Stay

### PRICE

*Day event / rental (from 8am – 6pm) → on request*

*Evening event → on request*

### INCLUDED

The rental of the seminar room / house for a day event includes:

- Seminar room including seminar equipment\*
- Separate office space with black/white printer
- Separate lounge areas
- Separate meeting room
- Breakfast room with fireplace
- 2 terraces and use of the garden
- Toilet facilities (including 1 accessible toilet)
- Free Wi-Fi
- Free parking\*\*
- Final cleaning
- Use of the kitchen\*\*\*

\* Seminar Equipment :

- 80 Stühle (einfache Klappstühle, schwarz/Chrom), 50 Schalenstühle in Naturholz, 25 Tische (140×70 cm, Naturholz), 1 Beamer/Leinwand, 4 Flipcharts, 4 Pinnwände, 1 Mikrofon mit Lautsprechern, Yoga Kissen, Yoga Matten (160×80 cm)

\*\* The small parking area in front of the seminar house is only to be used for loading and unloading (fire brigade access). Participants' vehicles can be parked for free in one of the castle visitor parking spaces (50 meters away). Please keep the parking chip for free validation.

\*\*\* Please note that we charge a one-time fee of € 50.- (plus VAT) for the use of the kitchen, as well as cleaning according to effort. The cost of waste disposal will be additionally charged based on quantity and effort. Also, please note that waste must be separated.

## NOT INCLUDED

NOT included in the rental price:

- The 16 bedrooms and their en-suite bathrooms
- Catering
- Cleaning of the seminar room and bedrooms, as well as bathrooms, disposal of room trash, and bed making during the rental period. (However, this can be organized by us upon request for an additional charge).
- Service personnel
- Additional equipment requested by the tenant (e.g., other/additional chairs, etc.)
- Unloading and loading (e.g., during delivery/pickup) or setting up and clearing the conference setup (setting up/bringing back tables, chairs, yoga cushions, etc.)
- Waste disposal for self-catering (bins are available in front of the seminar house)
- Return of empties (beverage deposit bottles) not organized by us

## Miscellaneous / Additional Services

### **Service or auxiliary personnel:**

Service and auxiliary personnel can be organized by us for a temporary basis (for setup and dismantling of daily setups) or for the entire rental period (daily rate) – each billed at € 39.- per hour excluding VAT.

### **Concierge and caretaker service\*:**

For additional arrangements (such as taxi transport, framework program\*\*, catering, beverage ordering, additional furniture, etc.), as well as for secretarial and extraordinary caretaker activities, € 45.- per hour excluding VAT will be charged.

\* Concierge service only on weekdays from 8 am to 4 pm

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In the case of self-catering, the final cleaning of the kitchen will be undertaken by us according to effort, at € 39.- per hour (plus VAT).

### **Beverage Service**

Beverages can be organized through us. Billing will then be based on consumption.

## **ADDITIONAL INFORMATION**

**Arrival/Setup/Delivery:** Arrival on a day-event is generally possible from 08 am. Check out, collection of the conference set-up and departure by 5 pm.

**Barrier-free / Accessibility:** The house is partially equipped with barrier-free facilities (stair lift to the seminar room, WC, and one bedroom with a wheelchair-accessible bathroom).

**Transport Service:** Special taxi rates are available upon request (with advance booking!)

### **Additional offers for your group:**

**Castle Tour** € 12,00 per Person (incl. VAT / regular price: € 14,50)

*TIP:* Don't miss the spectacular virtual reality introduction for an additional € 4,00.-

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