



General Terms and Conditions for services provided by the sports centres of the Federal Office of Sport FOSPO

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1 Scope

These General Terms and Conditions (GTC) apply to the reservation and payment of services provided by FOSPO and which are not supported by the statutory mandate.

They apply in particular to the use of:

- Seminar and conference rooms (incl. conference technology and banqueting facilities)
- Sports facilities
- Training infrastructure
- Accommodation
- Catering services
- Package offers (combination of several of the above-mentioned services)

2 Reservation

If services are required, these must be reserved in advance. A reservation is considered binding if:

- a. the customer accepts a quote issued by FOSPO by the date specified in the quote, or
- b. the services are agreed in a separate contract.

From the moment the reservation is confirmed, the terms of cancellation shall apply.

3 Change to the scope of service

3.1 General

Changes to reserved services are only binding upon written agreement.

3.2 Terms of cancellation

If all or part of the reserved services are not used, the following terms of cancellation generally apply:

Cancellation notice provided:	
91 or more days before arrival/event	CHF 100
Between 90 and 31 days before arrival/event	25% of the agreed amount
Between 30 and 11 days before arrival/event	50% of the agreed amount
Between 10 and 5 days before arrival/event	75% of the agreed amount
Between 4 and 0 days before arrival/no-show	100% of the agreed amount

The cancellation of up to 10% of the registered participants will not incur additional fees. Above this level of non-participation, payment will be charged for all absent participants, and the above-mentioned terms of cancellation will apply.

The terms of cancellation exclude payment for services that are provided in full even in the event of low participation, such as payment for the use of a sports hall or for arranging a speaker.

A cancellation or reduction of the agreed scope of special catering/banqueting services made 31 or more days before the event will not incur any charges. In the event of a cancellation or reduction made up to 30 days before the event, the above-mentioned terms of cancellation will apply.

3.3 Bookings through third parties

If the reservation includes bookings through third parties, their terms of cancellation and reduction will apply.

3.4 Additional services

If, with the agreement of FOSPO, more services are used than were reserved, the actual amount of services performed will be invoiced.

4 Invoice

Following the provision of services, FOSPO shall provide an invoice to the customer. The customer is obliged to pay this invoice within 30 days of receipt.

Child rates:

0 to 4 years old free of charge (in their parents' room, no requirement for own bed)

5 to 10 years old 30% discount for accommodation

5 to 10 years old 50% discount for special catering/banqueting services

5 FOSPO House Rules

The Federal Office of Sport FOSPO has enacted the following [House Rules](https://www.baspo.admin.ch/de/das-baspo/standorte.html) with the aim of ensuring that operation is smooth and that sporting values – respect, consideration, fairness and personal responsibility – are maintained: <https://www.baspo.admin.ch/de/das-baspo/standorte.html> .

6 Liability

The customer is liable to FOSPO for any damage or loss caused by the customer directly or by participants in events that they have organised. The customer and/or participants are responsible for obtaining any insurance.

7 Event

If the customer intends to operate a snack bar (with or without alcoholic drinks), a request to this effect must be made to FOSPO. The customer is personally responsible for acquiring a corresponding licence (in accordance with the Catering Act) – see sections 8 and 9.

Catering provided by an external caterer also requires the permission of FOSPO.

8 National Youth Sports Centre Tenero (CST)

Other rules and information

Guide for course leaders

www.cstenero.ch/wegleitung

Sport and safety

www.cstenero.ch/safety

Rules governing football at the CST

www.cstenero.ch/footballrules

Rules for use of swimming pools during the winter period

www.cstenero.ch/rulespools

Rules for minibus hire

www.cstenero.ch/minibushire

Booking events

www.cstenero.ch/en/prenotazione/eventi.html

9 National Sports Centre in Magglingen (NSM)

Other rules and information

National Sports Centre in Magglingen (NSM)

<https://www.baspo.admin.ch/de/sportzentren/nationales-sportzentrum-magglingen.html>

Licences (in accordance with the Catering Act)

https://www.biel-bienne.ch/de/pub/leben/sicherheit/gewerbepolizei_oeffentlicher_g/veranstaltungen_bewilligung.cfm

10 Sports base in the Ursern

Other rules and information

Sports base in the Urseren

<https://www.cstenero.ch/de/prenotazione/andermatt.html>