

# ZEISS Forum

## Regulations for Use

### § 1 PRINCIPLES

Carl Zeiss AG and persons authorized by Carl Zeiss AG will enforce these regulations at any time. Instructions issued by Carl Zeiss AG and third parties authorized by Carl Zeiss AG must be obeyed. In the context of the enforcement of these Regulations for Use, free access to the premises must always be given to Carl Zeiss AG and third parties authorized by Carl Zeiss AG at all times.

### § 2 TECHNICAL INSTALLATIONS AND EQUIPMENT

The technical equipment and installations must only be operated by Carl Zeiss AG staff. Making connections to the lighting or power circuits independently of Carl Zeiss AG staff is expressly prohibited.

### § 3 PROVISION OF TABLES AND CHAIRS

The official plans of the hall are definitive for the arrangement of the halls and rooms (table and chair layout plans).

### § 4 DURATION OF EVENTS

Unless otherwise agreed in the user contract or otherwise expressly agreed elsewhere with Carl Zeiss AG, the premises will be open in accordance with the event times notified to and approved by Carl Zeiss AG. The duration of the event is deemed to be the period of time between the opening and the closing of the premises which are used. The Lessee must ensure that the event finishes at the point in time specified in the user contract and that the premises are vacated in line with the agreed dates and times. Carl Zeiss will make the premises available in a clean and tidy condition and the premises must be handed back in a clean and tidy condition unless provided otherwise in the service contract.

### § 5 PROVISIONS RELATED TO SAFETY, STATUTORY AND POLICE REQUIREMENTS

1. The Lessee must undertake all measures relating to safety and observe police regulations and the regulations of public authorities. The various arrangements of chairs approved by public authorities must be observed under all circumstances.
2. The Lessor must ensure that the gangways between the rows of tables and chairs and particularly the gangways leading to the exits and escape routes are not blocked. The exits and emergency exits must be kept free from all obstructions and must be unlocked during the event.
3. Emergency lighting, fire extinguishers, light switches and electric plugs must not be obstructed by exhibition stands, furniture or other goods and must not be covered by decorations or scenery etc.
4. The use of open fires and lights or materials which are particularly combustible, mineral oils, ethyl alcohols as well as liquefied or compressed gases is not permitted. The use of fireworks and any pyrotechnical products is prohibited.
5. Unless expressly agreed otherwise, cooking is strictly prohibited in all the rooms (especially in the back-stage area) irrespective of the cooking equipment. In so far as agreed otherwise, cooking is permitted only in and with the equipment provided for this purpose.
6. Smoking is not permitted in all the rooms and also in the outdoor area of the Carl Zeiss AG site. Separate smoking areas are identified in the outdoor area.
7. The fire service and police regulations must be observed in detail. A fire officer from the Plant Fire Service will be provided as required for the premises and invoiced to the Lessee.

8. The Lessee is responsible for absolute compliance with the Places of Assembly Regulation (*Versammlungsstättenverordnung*) as amended.
9. The Lessee must particularly comply with the Act for Observance of Sundays and Holidays (*Gesetz zum Schutz der Sonn- und Feiertage*) and for compliance with the time after which alcoholic drinks must not be served.

### § 6 DECORATION

1. Decorations, installations, exhibits and illuminated advertisements, vending machines, display cases, company signs etc must only be installed or affixed with the consent of Carl Zeiss AG. Affixing items to the walls or painting the internal or external, walls, the floor or other facilities is not permitted.
2. Decorative items which are repeatedly used must be checked for their fire resistance before their re-use and re-impregnated if necessary.
3. Decorations of all kinds must remain at a distance of at least 50 cm from the floor. Decoration to the stage and scenery are not included in this provision. Decorative items made of paper must only be installed if they are outside the reach of visitors. They must be so far from lights and radiators that they cannot ignite.
4. Paper streamers, items which are to be thrown etc., in so far as such items are used at all, must also be rendered flame-resistant by suitable impregnation. Felled trees and branches and parts of plants may only be used if green. The cladding of individual walls or ceilings with easily flammable materials and the creation of closed sections from such materials is not permitted.

## **§ 7 VISITORS' CLOAKROOM**

1. Cloakroom services (visitors' cloak room) will be provided by the Lessee unless it is agreed in the user contract that the cloak room service will be provided as a supplementary service by Carl Zeiss AG.
2. Carl Zeiss AG accepts no liability for items deposited in the cloakroom.
3. The Lessee or organizer must ensure that no heavy cloakroom items, sticks and umbrellas (with the exception of walking frames for handicapped persons) are taken into the halls and rooms.

## **§ 8 MUSICAL INSTRUMENTS AND FURNISHINGS**

Musical instruments and furnishings already in the premises must be treated with care. Musical instruments may only be tuned by experts appointed for this purpose by Carl Zeiss AG.

## **§ 9 CATERING**

Catering will be as agreed with the parties (self-catering, partial self-catering, full service catering by external caterers). Notwithstanding the above agreement between the parties, the Lessee himself may only provide or bring food, drink, refreshments or similar in/into the premises with the prior written consent of Carl Zeiss AG. In so far as the Lessee himself brings or offers food, drink, refreshments or similar into/in the premises in accordance with the above provisions, the Lessee must ensure compliance with the regulations in respect of bars, food and drink and the protection of minors and obtain any permits which may be necessary under public law at his own expense.

If partial or full external catering services should be required by the Lessee, an offer will be provided to the Lessee by Gusto Gourmet in response to an inquiry from the Lessee. Catering, party or other services from a provider other than Gusto Gourmet must only be used with the prior written consent of Carl Zeiss AG. This also applies to catering for artistes and persons accompanying artistes.

## **§ 10 NOISE ABATEMENT**

For reasons of noise abatement, at the present time the noise level during events must not exceed 85 decibels. If this noise level should be exceeded, Carl Zeiss AG reserves the right to discontinue the event. The Lessee will meet any claims for compensation arising therefrom.

## **§ 11 ANIMALS**

Without the prior written consent of Carl Zeiss AG, animals must not be brought into the premises or other buildings / the site of Carl Zeiss AG.

## **§ 12 MOTOR VEHICLES**

Motor vehicles and two-wheeled vehicles (whether motorized or not) may only be parked in the parking places provided and indicated.

## **§ 13 EXCLUSIONS**

Unless agreed in writing elsewhere on a case by case basis, disco, carnival and party events with pornographic references and events of competitors of Carl Zeiss AG are excluded.