

General Terms and Conditions

Private Team Event Bookings with Paint It Easy GmbH

1. Booking and Deposit

1.1 To secure a private event booking, a deposit of 20% of the total event cost is required for events valued at 3000 CHF or more. For events under this amount, a written confirmation from the client will suffice to confirm the booking.

1.2 The deposit is non-refundable if the client cancels within 14 days of the event (refer to the cancellation policy below for more details). If cancellation occurs 14 or more days prior to the event, the deposit will be refunded in full.

1.3 Any requests to change the event date or time must be made at least 14 days prior to the scheduled event, and are subject to availability. While we will make every effort to accommodate such requests, changes cannot be guaranteed if requested after this deadline.

2. Cancellation Policy

2.1 Once an offer has been made, accepted, and the event time slot has been booked, the following cancellation terms apply:

- **14 or more days before the event:** Full refund, including any deposit paid.
- **Between 14 and 7 days before the event:** 50% of the total agreed event cost will be charged.
- **Within 7 days of the event:** 100% of the total event cost will be invoiced.

2.2 In case of extraordinary circumstances (e.g., severe weather, natural disasters), both the organizer and client will work together to reschedule the event, subject to availability.

3. Event Details and Participant Adjustments

3.1 The final number of participants and the confirmed start time must be provided by the client **at least 72 hours (3 days) before the event**. The client is allowed to make up to 3 changes to the participant number or event details **prior to this 72-hour deadline**.

Changes after this deadline are still allowed, but any reduction in the participant count will be treated as a no-show, and the client will be charged for the originally confirmed number of participants. Increases in participants will be invoiced accordingly.

3.2 Any no-show participants after this confirmation deadline will still be invoiced according to the final confirmed headcount. Conversely, if the number of participants increases, the additional attendees will be charged accordingly in the final invoice.

3.3 The final agreed offer, based on the confirmed participant number, serves as the minimum starting cost of the event. Should additional participants join, the event last longer than planned, or extra services such as spontaneous drink orders be requested, these will result in additional charges added to the final invoice.

4. Event Setup and Venue Responsibilities

4.1 For events hosted in Paint It Easy Studios (currently located in Basel, Wallstrasse 14, and Zürich, Bederstrasse 94), the organizer will provide all necessary painting supplies, including canvases, paints, brushes, easels, and lighting.

4.2 For events held at external venues (e.g., bars, restaurants, event halls), both the organizer and the client will coordinate with the venue to ensure appropriate furniture and space are available. The organizer will provide painting supplies and will charge additional fees for transportation, setup, and cleaning. Basic table protection with recycled paper is included; any additional protection required incurs extra fees.

4.3 If the event is hosted at the client's premises, the organizer will charge a transportation fee. The client is responsible for providing the necessary space and amenities (e.g., tables, chairs) unless otherwise agreed upon. The setup time ranges between 40 minutes and 1 hour 15 minutes, with the organizer's team arriving up to 75 minutes before the event start time.

5. External Event Transportation Costs

For events held outside our Paint It Easy studios in Basel or Zürich, there will be additional transportation fees. These are based on standard Swiss rates for vehicle use and the number of staff needed. You'll only be responsible for 50% of these costs, with the other 50% covered by Paint It Easy GmbH.

5.1 Vehicle Costs

The standard vehicle cost is CHF 0.72 per kilometer for round-trip travel from either our Zürich or Basel studios. You'll only pay half of this, so CHF 0.36 per kilometer will be charged to you.

5.2 Staff Costs

The number of staff required is based on 1 staff member per 15 participants. Staff travel time (round-trip) and 1 hour for preparation are calculated at CHF 50 per hour. You'll only be charged 50% of the total staff costs.

5.3 Flexibility

We aim to be flexible and find cost-effective solutions, but transportation and preparation are key expenses for external events, and they will be reflected in the final invoice.

6. Conduct and Safety

6.1 Participants are expected to behave respectfully throughout the event.

6.2 The organizer reserves the right to remove any participant exhibiting disruptive or inappropriate behavior without offering any refund.

6.3 While the organizer ensures a safe environment, participants are responsible for their own safety, and the organizer will not be liable for injuries or accidents unless caused by proven negligence.

7. Photography and Social Media

7.1 Paint It Easy GmbH may take photographs during the event for promotional purposes. Participants who do not wish to be photographed should notify the organizer in advance.

7.2 Participants are welcome to share photos of their event on social media, provided they respect the privacy of other participants.

8. Liability and Personal Belongings

8.1 The organizer is not liable for any damages, injuries, or accidents occurring during the event unless caused by the organizer's negligence.

8.2 Participants are responsible for their personal belongings, and the organizer is not liable for any lost or stolen items.

9. Changes to Terms and Conditions

9.1 Paint It Easy GmbH reserves the right to modify these terms and conditions. Clients will be informed of any significant changes in a timely manner.

By booking a private team event with Paint It Easy GmbH, the client agrees to adhere to these terms and conditions.