



EVENTS

SugarCity

HOUSE RULES

INTRODUCTION

- Welcome to SugarCity Events. To ensure the safety and a pleasant production process, several rules and regulations have been drawn up.

GENERAL

- Threats, abuse and other forms of aggression, sexual harassment, racism or other forms of discrimination will not be tolerated.
- It is not permitted to take or use soft or hard drugs, fireworks, weapons or other dangerous objects.
- All cases of theft or deliberate damage to the property will be reported to the police.
- All buildings on the SugarCity Events terrain are smoke-free.
- Video and sound recordings can be made. Upon entering the location, the participant, visitor and client agree that the contractor may use these recordings for publicity or other purposes.
- SugarCity Events staff is allowed access to all buildings and all parts of the buildings, including backstage.
- SugarCity Events may, in consultation, plan site visits during the assembly and disassembly of a production.
- It is not allowed to take goods out of the building of SugarCity Events, unless permission is granted by the Venue manager, who manages the goods.
- All reports, failures and requests during the production can be passed on via venuemanager@sugarcityevents.com

OUR SPACES

CLOCKWISE: MIDDENFABRIEK,
PULPPERSLOODS, BIETENWASRUIMTE,
TURBINEHAL, BINNENSTRAAT



FACILITIES

- Client must use the parking facility designated by the Contractor.
- The Client is obliged, if applicable, to purchase parking attendants from the Contractor at the expense of the Client.
- The Client is obliged to purchase first aid officers from the Contractor, at the expense of the Client.
- If the Client uses water, the Client is responsible for a proper installation for the supply and discharge of water.
- It is not permitted to clean the floors and walls with large quantities of water.
- Fire lanes, stairs, (emergency) exits and escape routes must be kept free. Furthermore, blocking fire extinguishers and other safety equipment is not permitted.
- It is expected of all employees and suppliers/companies that they will handle energy, water, the environment and the surroundings in a conscious and responsible manner.

AV

- The following actions are not permitted:
 - Attaching attributes to the cable ducts.
 - Covering up the emergency exit signs without permission.
 - Screwing, nailing, stapling, painting or sticking in and to the buildings.
 - Move, adjust, or use house lights for purposes other than illuminating the location in the manner found upon delivery.
 - The use of show smoke is only allowed in consultation. Show smoke requires the use of a fire guard, at the cost of the Client, by the Contractor.
- SugarCity Events is equipped with power current. A plan with electricity points is available on request.
- Client needs to submit a power plan to Bazelmans A.V. at least ten working days before the start of the period of use, in which the electricity capacity is not exceeded and the power supply for all parts and activities of the use is included.
- An aggregate may only be used with the written permission of the Contractor.



PRODUCTION

- It is not permitted to:
 - Operate the platform lift on your own initiative;
 - Use confetti (shreds) or similar material.
- The use of helium balloons is permitted. Loose balloons must be removed by Client or paid for by Contractor.
- Animals, including pets, are only allowed after consultation with Contractor.

CATERING

- The caterer needs to be in possession of a HACCP certificate, this needs to be communicated 2 weeks in advance to SugarCity Events.
- It is not permitted to:
 - Allow visitors to bring their own food and drinks, cans or glassware
 - Fry, bake, stir-fry or roast in the building
- with the 'Guidelines for the use of food trucks in indoor locations'. This document can be requested from the Contractor.
- It is forbidden to place bin bags and containers outside. Waste containers can be requested from the Contractor.



SAFETY AND FIRE MEASURES

- Client is obliged to take note of the evacuation plan and instruct its own staff on how to act in the event of an emergency.
- The Client is obliged to purchase (night) security from the Contractor.
- In the case of an emergency, instructions from the Venue Manager, security guards and/or FAFS officers must be followed.
- Only with written permission from the Contractor it is allowed to fix trusses and place stands and/or stages. A permit must be requested from the municipality, with approval from the departments Building and Property Supervision.
- The Client must provide the Contractor with a layout plan at least 6 weeks prior to the start of the start of the event.
- Gas cylinders, flammable substances and environmentally hazardous substances are prohibited across the building + site.
- All materials such as decors, cloths and so on, as well as seat plans, must be approved by the Fire Brigade and the Contractor.
- If objects (tents, toilet trolleys, signage) are placed in public spaces, an object permit must be applied for.

LIABILITY

- In case of damage, it is obliged to report this to the Venue Manager immediately.

The management and employees of SugarCity Events cannot be held responsible for any injury and/or damage suffered during a stay in and around SugarCity (Events), unless there is demonstrable gross negligence.

- SugarCity Events is not liable for damage to or loss of the goods stored in the cloakroom or elsewhere in the building.
- For detailed information about liability, we would like to refer to the DVA General Terms and Conditions.

DECIBEL STANDARDS

SugarCity Events has determined the following sound restrictions for all clients.

- 90 dBA LAeq LAeq, 15min
- 95 dBA LAeq, 60min
- Peak limitation 100 dBA

Client may not exceed these noise standards.

To prevent noise nuisance to third parties, doors of the relevant room should be closed.

If these standards are exceeded, Provider or Floor Manager is entitled to stop the noise-causing activities without being liable for compensation.



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