

Booking terms for corporate customers of Uotilan Edustushuvilat villas

The meeting package/event is considered to have been booked, when we have confirmed the reservation, either by e-mail or face to face / via telephone.

A meeting package means a total package price, which includes the services agreed upon in advance.

We request that you provide us with a programme for the event, at the latest, one week before the event.

The programme should indicate the following:

- the number of participants and possible allocation of rooms
- the event's schedule, meal choices and meal times, as well as possible special diet requests
- the name of the person responsible for the event
- possible other requests

The final number of persons participating must be notified a week in advance of the event. Invoicing will be carried out on the basis of this number, or based on the actual number of participants, if the final number exceeds the advance notification. Companies will, primarily, be invoiced after an event.

The person renting a villa is liable for compensating for any damage caused to the facilities, the owner of the property, and/or a third party during the lease. The renter is also responsible for any damages created or detected after the lease period, which have been caused by activities and/or negligence of people occupying the facilities. The renter commits to adhering to the instructions given by the personnel, with regard to use of the facilities, equipment and fittings. If a need for additional cleaning is observed, the lessor will invoice the renter for the actual costs caused by the cleaning.

The renter is responsible for ensuring that all persons participating in his or her event will adhere to the rental terms.

The renter is not entitled to hand over the facilities or equipment of the Uotilan Edustushuvilat to any third parties.

If the person who has rented the facilities cancels the booking, Uotilan Edustushuvilat is entitled to charge the following fees:

- A booking can be cancelled without any extra charges up to 40 days prior to an event. If a booking is cancelled 21–40 days before the event, Uotilan Edustushuvilat is entitled to charge 50% of the event costs.
- If the booking is cancelled 0–21 days before the event, Uotilan Edustushuvilat has the right to invoice 100% of the event value.

Due to a force majeure situation (such as a water damage, fire, or vandalism), the lessor is entitled to cancel the booking before the start of the rental period, without liability for compensation. The renter is then entitled to reimbursement of the entire paid sum. The lessor will not be liable to compensate for any damages caused to the renter by such a force majeure situation, nor for any indirect damages under any conditions.

The lessor will keep items left behind in the facilities for a duration of 14 days after end of the rental period. The renter can pick up the items from our company's office. Any postal fees for a possible return of forgotten items by post will need to be paid into our account prior to mailing.

The lessor reserves the right to make changes in order and delivery terms and prices.

Smoking is prohibited in all indoor spaces in the facilities.

Pets cannot be brought to the villas or the surrounding areas.

Uotilan Edustushuilat ja Lomamökit

Tossantie 33

FI-36570 Kaivanto, Finland

+358 40 540 8500

E-mail: uotilaloma@kolumbus.fi

Business ID: Mika Uotila 1738872-6