

## Indholdsfortegnelse

Regler for leje af festsalen på Rebæk Søpark Kollegiet.....	2
§1 Ansvar for udlejning af festsalen.....	2
§2 Variation af fester, arrangementer og m.m.....	3
§3 Bekendtgørelse af fester.....	4
§4 Beboer og gæster.....	4
§5 Hvileperioder for udlejning af festsalen.....	4
§6 Støj niveau.....	4
§7 Ansvar og erstatningspligt.....	5
§8 Udgang til gården.....	5
§9 Rengøring af festsalen.....	5
§10 Ekstern brug af anlæg.....	5
§11 Overtrædelser af regler.....	6
Terms and condition for renting ballroom at Rebæk Søpark Dorm.....	6
§1 Facilitating the rent of the ballroom.....	6
§2 Varieties of events.....	6
§3 Announcement of parties.....	7
§4 Residents and guests.....	7
§5 Renting periods.....	7
§6 Noise levels.....	8
§7 Responsibility and liability.....	8
§8 Access to yard.....	8
§9 Cleaning of the ballroom.....	9
§10 Own equipment.....	9

<b>§11 Violation of terms and conditions</b> .....	<b>9</b>
<i>Ballroom Cleaning Guide</i> .....	9
<b>Clean-up</b> .....	<b>10</b>
<i>Main room in the ballroom</i> .....	10
<i>Small room between ballroom and kitchen:</i> .....	10
<i>Kitchen: (If the kitchen has been used.) Clean the kitchen too!</i> .....	11

# Regler for leje af festsalen på Rebæk Søpark Kollegiet

*English page 6.*

Festsalen har til formål at danne ramme om festligt samvær imellem kollegianerne.

## §1 Ansvar for udlejning af festsalen.

1.1 - Leje af festsalen sker hos Beboerrådet

1.2 - Festsalen kan udlejes af nuværende beboere til fest fredage, lørdage, samt

dage før helligdage.

1.3 - Festsalen kan udlejes til andre formål alle ugens dage.

## **§2 Variation af fester, arrangementer og m.m.**

Arrangementer deles op i følgende kategorier med dertil hørende depositum og leje

**2.1** - Åbne fester er for alle kollegianere. Depositum på 500 DKK, ingen leje.  
Festen

skal annonceres tydeligt på kollegiets Facebook gruppe senest 7 dage før

udlejningsdatoen.

**2.2** - Semi-åbne fester er for alle kollegianere fra kl 22. Depositum på 500kr og leje

på 250kr. Festen skal annonceres tydeligt på kollegiet senest 7 dage før

udlejningsdatoen.

**2.3** - Lukket fest hele aftenen. Depositum på 500kr og leje på 500kr.  
Festen

skalannonceres tydeligt på kollegiets Facebook gruppe senest 7 dage før

udlejningsdatoen.

**2.4** - Foredrag, møder og lignende. Depositum på 500kr, leje på 100kr.

**2.5** - Arrangementer på hverdage skal slutte senest kl. 21:00.

## §3 Bekendtgørelse af fester

**3.1** - Alle fester skal annonceres tydeligt på vores facebook gruppe senest mandagen før den pågældende fest.

**3.2** - Fester holdes lukkede ved tydeligt opslag på døren ind til festsalen.

## §4 Beboer og gæster

**4.1** - Gæster må dog medbringes – beboere hæfter for deres gæsters opførsel. **4.2** - Lejer af festsalen har til ansvar at dette overholdes og hæfter i sidste ende for gæsters opførsel.

## §5 Hvileperioder for udlejning af festsalen

**5.1** - I perioderne fra 15. maj – 23. juni og fra 15. december til 25. januar vil festsalen ikke blive udlejet til fester, da der skal være ro på kollegiet grundet eksamenslæsning.

## §6 Støj niveau

**6.1** - Hvis støjen i forbindelse med fest i festsalen kan høres på 3. sal og op efter, og lejeren af festsalen bliver bedt om at dæmpe støjen, skal dette krav efterleves.

**6.2** - Enhver beboer kan klage mundtligt til beboerrådet over gener i forbindelse med festsalen. Beboerrådet skal herpå øjeblikkeligt viderebringe klagen til lejeren af festsalen, som skal efterleve klagen. **6.3** - Beboerrådet er bemyndigede til at lukke fester i forbindelse med klager. **6.4** - Hvis lejeren af

festsalen ikke efterlever §6, stk. 2-3, vil strømmen til festsalen blive afbrudt og festen lukkes ned. Derudover vil det medføre at Beboerrådet ikke tilbagebetaler depositum.

## §7 Ansvar og erstatningspligt

**7.1** - Ved fester og arrangementer er lejereren erstatningspligtig for evt. skader på alt inventar, toiletter og gangarealer mv. Depositum vil blive tilbageholdt til dækning af skader.

## §8 Udgang til gården

**8.1** - Branddøren ud til græsarealet skal holdes lukket efter 2400 pga. støjgener i forhold til naboerne.

**8.2** - Brud på §8.1 medfører at Beboerrådet ikke tilbagebetaler depositum.

## §9 Rengøring af festsalen

**9.1** - Festsalen skal efterlades rengjort til den efterfølgende dag senest kl. 13, med mindre andet er aftalt. (tjek rengøringslisten i festsalens rengøringssskab eller **Regler vedrørende rengøring af festsalen** på side.5 på dansk).

## §10 Ekstern brug af anlæg

**10.1** - Anlæg der tilhører værten eller gæster er ikke tilladt hverken inde eller uden for festsalen.

# §11 Overtrædelser af regler

**11.1** - Overtrædelse af §§1-10 medfører at Beboerrådet ikke tilbagebetaler depositum.

## Terms and condition for renting ballroom at Rebæk Søpark Dorm

The purpose of the ballroom is to be the center for recreational events between residents.

### §1 Facilitating the rent of the ballroom

**1.1** - Renting the ballroom happens through the Resident Council

**1.2** - The ballroom can be rented by current residents for parties on Fridays, Saturdays and before holidays.

**1.3** – The ballroom can be rented for other purposes all days of the week.

### §2 Varieties of events

**2.1** - Events are divided into the following categories with affiliated deposits and rent

**2.2** – Open party are for all residents. Deposit of kr. 500 DKK, no rent. The party must be announced clearly on the dorm Facebook page at least 7 days before party takes place.

**2.3** – Semi-open parties are for all residents from 10pm. Deposit of kr. 500 and rent of kr. 250. The party must be announced clearly on the dorm Facebook page at least 7 days before party is held.

**2.4** – Closed party all night. Deposit of kr. 500 and rent of kr. 500. The party must be announced clearly on the dorm Facebook page at least 7 days before party is held.

**2.5** – Lectures, meetings and likewise. Deposit of kr. 500 and rent of kr. 100.

**2.6** – Arrangements on weekdays must end before 9 pm.

## **§3 Announcement of parties**

**3.1** – All parties must be announced clearly at least on monday on the week of the party on the Facebook group

**3.2** – Parties are kept closed by a clear sign on the ballroom main entrance.

## **§4 Residents and guests**

**4.1** – Dorm parties are open to residents and only residents.

**4.2** – Guests can be brought – residents are responsible for the behavior of their guests.

## **§5 Renting periods**

**5.1** - During the periods from 15th of May until the 23rd of June and from 15th of december until 25th of January the ballroom will not be rented to ensure

peace and quiet needs during exams.

## **§6 Noise levels**

**6.1** - If the noise related to the party in the ballroom can be heard on the 3rd floor and upwards and the person renting the ballroom is asked to lower the noise this demand must be complied with.

**6.2** - Every resident can complain orally to a Resident Council member about annoyances connected to the ballroom.

**6.3** - Resident Council members are authorized to close parties due to complaints.

**6.4** - If the person renting the ballroom does not comply with §6 sections the power supply to the ballroom will be cut and the party closed. Furthermore, the Resident Council will not to refund the deposit.

## **§7 Responsibility and liability**

**7.1** - During parties and other arrangements, the person renting the room is responsible for replacing damages to all inventory, toilets, hallways and likewise. Deposit will be held back to cover damages.

## **§8 Access to yard**

**8.1** – The fire exit towards the grass plains must be kept shut after 2400hr the due to



noise towards the neighbors.

**8.2** – Breaking §8 sections 8.1 will cause the Resident Council not to refund the deposit.

## **§9 Cleaning of the ballroom**

**9.1** - The ballroom must be left cleaned for the following day ultimo 1300hr (see cleaning list in the ballroom or *Rules for the RSk ballroom* page 6 for english)

## **§10 Own equipment**

**10.1** - Stereos belonging to the host or guests is not allowed neither in- or outside the ballroom.

## **§11 Violation of terms and conditions**

**11.1** - Violating § 1-10 will cause the Resident Council not to refund the deposit.

### **Ballroom Cleaning Guide**

#### **Clear-up**

- All cans/bottles/other things, which weren't in the ballroom at the time of the key delivery must be removed
- Tables and chairs are placed as they were before the key delivery

- All electronics and lights are turned off

## **Clean-up**

### **Main room in the ballroom**

- The bar counter is wiped off with a damp cloth – The table/chairs/bar stools wiped off with a damp cloth
- Surfaces by the windows wiped off with a damp cloth
- Decorations on wall/ceiling removed
- The fridge in the room is wiped off with a damp cloth, turned off and the door  
is left open
- The floor of the ballroom is swept and washed (NOTE! The bar counter can be  
moved. Remember to sweep and wash the floor under it.)

### **Small room between ballroom and kitchen:**

- The floor of the room must be swept and washed – Chairs and fold up tables stored properly

## **Kitchen: (If the kitchen has been used.) Clean the kitchen too!**

- All Surfaces must be wiped off with a damp cloth
- Empty out fridges and freezer for all personal stuff
- The floor must be swept and washed