

CONDITIONS OF SHORT-TERM RENTAL:

- 1) The Hirer may make a preliminary reservation of the halls no more than six (6) months prior to the anticipated event date. The Agreement shall then be concluded at least one (1) month prior to the commencement of the rental. In the event of significant changes in the operation of the organization or a change of the event date on the part of the Hirer prior to the execution of the Agreement, both parties are obliged to inform each other without delay and agree on an alternative date. In the event of cancellation of the event after the execution of the Agreement, the procedure shall be governed by the provisions of the Agreement (see section Cancellation / Withdrawal).
- 2) The premises of MFO shall not be accessible earlier than the booked time. Access to the MFO premises shall not be permitted without the presence of the Hirer's appointed representative!
- 3) The actual commencement and termination of the rental shall be supervised by an authorized employee of the organization and the Hirer's appointed representative. Any exceeding of the agreed rental period shall be mutually communicated. If the agreed rental period of the halls is exceeded, an additional charge shall be invoiced to the Hirer. An overrun of up to 30 minutes is tolerated without an increase in the rental fee (for multi-day leases, up to 30 minutes per day).
- 4) The Hirer is unconditionally obliged to comply with the provisions of the Agreement, arrive at the organization's premises at the specified time, and follow the instructions of the organization's appointed employee.
- 5) In order to ensure occupational health and safety during cultural activities, the employees of the organization as well as the Hirer (including its staff) are obliged to comply with the safety regulations set out in Annex No. 2 to the Agreement.
- 6) Activities in the MFO halls are, by law, classified as activities with increased fire risk due to the number of persons present in a single space. For each event organized by the Hirer, the organization shall provide trained ushers, cloakroom attendants, and a preventive fire patrol. These services are mandatory add-on services. The number of staff depends on the season and the occupancy of the hall.
- 7) Smoking is prohibited on the organization's premises. The use of open fire on the organization's premises is not permitted without prior approval. When using open fire, the instructions of the fire supervision present at the event must be followed.
- 8) Refreshments are not permitted in the Reduta Hall foyer. In the Mozart Hall, refreshments purchased at the MFO bar are permitted. In the event that the Hirer uses the organization's bar for receptions, the Hirer is obliged to arrange that separately with the bar operator.
- 9) In the case of a social gathering related to an event in the Reduta Hall, the rental rate for the Reduta Hall shall be charged according to the ordered rental period for the event, followed by the rental rate for the Mozart Hall according to the ordered rental period for the social gathering.
- 10) The transport of materials required for the performance within the MFO premises must be carried out via the entrance from Divadelní street. If the Hirer uses the services of MFO technicians, the Hirer is obliged to instruct these employees on the handling of the entrusted equipment. It is expected that the Hirer is insured against potential damage.
- 11) The Hirer is obliged to inform the head of the MFO ushering service or their representative of any changes and extraordinary circumstances arising during the rental.

- 12) For the purpose of operational supervision of the event, MFO may reserve the right to receive up to two (2) tickets to the event free of charge.
- 13) Any damage to the MFO premises or its equipment shall be compensated by the Hirer.
- 14) The Hirer is obliged to promote the event in accordance with the proposed designation of the hall (see Note 2, section Requested Premises) and, at the same time, to indicate the true organizer of the event in a visible manner so as to avoid confusion among the audience, making it clear that the organizer is not the Moravian Philharmonic Olomouc.
- 15) Rental of musical instruments is subject to approval by the Deputy Director for MFO and the relevant head of the instrument section (unless it concerns keyboard instruments), depending on the current condition of the instrument and its availability on the given date.
- 16) The organization expressly prohibits the use of musical instruments rented in this manner outside its premises.
- 17) Loaned movable items may be operated only by trained personnel. The organization expressly prohibits any unprofessional handling of rented musical instruments and the organization's technical equipment.
- 18) The organization shall claim compensation for any damage caused by the Hirer to the organization's musical instruments and technical equipment.
- 19) Musical instruments and technical equipment shall be handed over at the beginning and returned at the end of the rental by authorized employees of both parties, designated by mutual agreement prior to the commencement of the rental. The rental period for movable items begins at the moment the item is prepared and handed over to the Hirer (usually at the start of the hall rental period) and ends upon the return of the item to the Lessor (usually at the end of the hall rental period).
- 20) Other conditions are specified in the Short-Term Rental Agreement.