

# FOUNDATION OF MOTOR-COLUMBUS LTD

## REGULATIONS

### Leisure Residence in Rougemont

1. The leisure residence in Rougemont is available for employees and retired persons of the Motor-Columbus-Group and for their next of kin (spouse, life partner and underage children). Residence for other relatives (full age children, parents, parents-in-law, grandparents, grandchildren, siblings) is only allowed if at least one member of the MC Group is present.
2. The holiday flats are **definitively** assigned by the reception desk of AF-Colenco Ltd, Baden, Phone +41 (0)56 483 12 22.
3. During school holidays (school holiday calendar of the Canton of Argovia is decisive) holiday flats will preferably be given to employees with school-age children. However, families should make a reservation in good time. **All bookings are temporary up to 3 months before the date.**
4. The residence, including furnishings and equipment, is managed by Mrs Frau Suzie Duperrex.
5. For each stay in the leisure residence, a service charge per person and week is invoiced. Users are obligated to handle the holiday flats and furniture with care. A coin-operated washing machine and a coin-operated tumble dryer are available for general use.
6. Each holiday flat user has to take care of the fixtures and fittings assigned. Items are taken over at arrival and have to be left in good condition at departure. The replacement of missing items or items under repair is charged at the expense of the user.
7. The holiday flats are usually ready **Saturdays from 16h00**. The key is placed in the letterbox of the respective flat. Short-time parking in front of the residence is allowed but only for loading and unloading. Apart from that it is forbidden to park the car within the area of the leisure residence. There are enough parking places at the railway station and vis-à-vis the church. **Users are asked to abide by the regulations.**

Bed-linens are available and charged at CHF 15.-- per person. Bathroom and kitchen towels have to be brought along. The holiday flat has to be handed over to the caretaker in clean condition **Saturdays at 10h00**. Final clean-up of the holiday flat, incl. folding of used laundry is in the responsibility of the user.

8. Cancellations of booked holiday flats have to be handed in to the reception desk of AF-Colenco Ltd not later than 14 days prior to the arrival date of the reservation. **If the cancellation has not been received in due time, the full service charge (time period booked / full number of persons and holiday flats) has to be paid.**

#### Service charge per person and week:

employee, spouse, life partner	other relatives	underage children	retired person
CHF 100.-- / week	CHF 130.-- / week	CHF 70.-- / week	CHF 80.-- / week

These regulations are valid as from 1 January 2009 and replace all previous regulations.

Baden-Dättwil, August 2010

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