

Kid's birthday party – Procedures



- The premises must be rented for a minimum of two hours (120 minutes). The premises can be rented for a maximum of five hours (300 minutes) from 12:30 PM onwards. We charge for every commenced hour.
- Children's parties are strictly limited to floor 2, with the exception of using the kitchen, utility closet, and bathrooms on floor 1. It is the tenant's responsibility to ensure that everyone in the party complies with this.
- The premises may only be used for the agreed purpose and during the agreed time. Remember to include preparation time before the party as well as time for cleaning and restoring the premises afterwards when making your booking.
- All consumption of alcohol is prohibited in and around the building. Smoking is prohibited in all our premises as well as outside.
- Key collection: Please check in with the staff on the first floor at Stora Södergården (Götgatan 37) on the Friday before your event to collect your key. Keys must be picked up no later than 4:15 PM, and the tenant is required to sign a receipt upon collection. Keys should be returned as agreed.
- The tenant is responsible for ensuring that the number of people on the premises does not exceed the permitted capacity (a maximum of 60 people at a time) and that emergency exits remain clear and unlocked.
- It is the tenant's responsibility to ensure that the premises are restored, cleaned, and returned in the same condition as before access was granted. Many people use our premises, so nothing may be removed or added without approval from Södergården staff. If cleaning is inadequate, an additional fee of 2,000 SEK will be charged. If anything is broken or damaged, notify the staff.
- It is the tenant's responsibility to turn off all lights, switch off equipment, and close windows and doors before leaving.
- The tenant is responsible for ensuring that programs and opinions expressed during the rental period do not constitute defamation of an individual or incitement against a group.

- The tenant is responsible for stopping/preventing others from defaming an individual or expressing incitement against a group.
- The tenant is responsible for ensuring that all participants act in accordance with these guidelines.
- Membership in Föreningen Södergården is required to rent the premises. Organizations may become supporting members.
- The tenant has ultimate responsibility for the children's safety and well-being while they are in or near the premises during the rental period.
- It is the tenant's responsibility to check the location of all fire extinguishers and emergency exits before the event begins.
- The tenant is responsible for ensuring that no personal belongings are left behind.
- It is not permitted to nail, staple, or drill into the walls. If the tenant wishes to put up decorations, this must be done using tape or string.
- NOTE: No open flames are allowed in the premises, with the exception of candles on the cake.