

## Rules for booking Basement – Student at BAAA

Basement provides bar staff and will take care of the following cleaning of the room. The rent is 'free', which, however, is only met by a minimum spend of 5.000 DKK in the bar. If minimum spend is not met, you are required to pay 50% of the remaining amount up to the 5.000 DKK.

The agreement above includes an opening time of 6-7 hours as well as 1 hour of tidying and cleaning by our staff. If, however, there's still a good amount of activity in the bar, on the dancefloor etc., it is possible to prolong the opening hours. The decision rests solely upon the responsible bartender.

**The personal solution:** It is always possible to customize your wishes, so that they fit your event. Everything from extended opening hours, inclusion of additional rooms for dining to special wishes regarding the assortment in the bar, pre-purchased package-solutions, or beer/drinks cards.

**Food:** You are allowed to eat in Basement, and hereby we offer to change the setting of the tables. We do, however, recommend a maximum of 75 for dining.

Contact Canteen Manager Torben at [tosa@aaabc.dk](mailto:tosa@aaabc.dk), to request an offer regarding catering for your party. Everything including service, will be delivered directly to Basement on trolleys. Hereafter everything is simply just returned to the canteen.

**Room for more:** We can have a maximum of 150 people in Basement. Therefore, we recommend, whenever you are planning an event, that you team up with other classes and have a fantastic party.

**Cleaning:** If you bring food, decorations or games that require extra cleaning, you must assist in cleaning Basement. The cost of extra cleaning is 400 DKK. pr. extra hour of commenced cleaning. The staff are more than happy in directing you to the nearest trashcans and/or waste containers.

**Decorations:** It is allowed to bring your own decorations, however decorating the ceiling and/or walls with ventilation-panels is forbidden. Please follow the employees' instructions. Candles and other various decorations that produce smoke/steam/heat is strongly prohibited.

**Broken inventory:** Should you, during the event, break some of the inventory in Basement, e.g., lights, sound system, tables, chairs and other existing inventory, the organizer of the event is held responsible and held liable of costs regarding repairing and/or replacing the broken inventory.

**Smoking:** All inside smoking is prohibited. This includes normal cigarettes as well as every type of e-cigarettes. We refer to the outdoor smoking area. Violation is punishable with a fine.

For booking or additional information, please contact Basements bar Manager at:  
[basement@eaaa.dk](mailto:basement@eaaa.dk)