

MONTANA

ART DECO HOTEL LUZERN



BANQUET DOCUMENTATION

ABOUT US

ART DECO HOTEL MONTANA

The ART DECO HOTEL MONTANA is the epitome of excellent hospitality, individuality and joie de vivre. The special atmosphere and our highly motivated team set high standards in the innovative and dynamic hotel industry.

Every day we look for new ideas to help us achieve excellence and at the same time share with our guests our passionate search for a unique and successful hotel experience. For the 10th time in a row voted as the „best four star business hotel in Switzerland“ by SonntagsZeitung and Bilanz. In January 2011 winner of the Holiday Check Award in the category „City Trips“, one of the top ten hotels worldwide.

SCALA RESTAURANT & CHEMINÉE AREA

The Scala Restaurant at the ART DECO HOTEL MONTANA lies within the heart of the innovative and friendly hotel. Thanks to its elevated location you will enjoy breathtaking panoramic views over Lucerne, the lake and the mountains. The modern and warm interior design of the restaurant also invites to stay and enjoy.

The MONTANA cuisine stands for light Mediterranean life style and has its origins in Southern Switzerland, Italy, France and Greece. The use of fresh and seasonal products, herbs and spices guarantee an incomparable experience of taste.

All ingredients are prepared daily by our chef Johan Breedijk to assure highest quality and savour. Thus all pasta, sauces, cakes and deserts are prepared in-house. In October 2011 «Gault Millau» awarded again 15 points for this high quality level in food, as well as the outstanding service and kitchen team. A particular attraction for wine lovers is the selection of around 30 open, yet quality wines.

CHEMINÉE AREA

The sumptuous plaster décor and unusual ornaments of the Cheminée Area give the high-ceilinged room a stylish atmosphere. The unique decor of this area with its more than 100 years old reliefs carefully restored by the historic monuments trust are reminiscent of a temple interior.

LOUIS BAR & HAZY LOUNGE

Named after the legendary Louis Armstrong and renowned as a meeting point for lovers of old time jazz, blues, Dixie and swing. Every Tuesday to Saturday in Lucerne and beyond, our six pianists accompany you throughout the evening – during the winter months, DJ Michel Richter entertains on Sunday nights with golden oldies on vinyl. Thursday evenings are the highlight of the week – musicians both professional and amateur get together from 9.30 pm for our weekly jam session of spontaneous Old Time Jazz and Blues.

Dedicated to Hazy Osterwald, the Hazy Lounge, non-smoking area, was opened on the artist's 83rd birthday and is adorned with valuable items commemorating his wonderful achievements. The focal point in the lounge is Hazy's legendary trumpet "Susy", which is of great importance in his life.

SCALA TERRACE

Central Switzerland's most beautiful terrace is the perfect alternative to the Scala Restaurant during the summer months, for light lunches, delicious sundaes and elegant evening meals with its stunning views across the lake and city of Lucerne.

LAKE VIEW LOUNGE

This private terrace on the first floor of the hotel is our secret tip for a drinks reception before dining in our banqueting hall. We would be delighted to open this terrace for groups of 16 people or more, providing you with a perfect view over the lake, city and mountains whilst enjoying a glass of champagne or wine.

BANQUETING ROOMS

Our Art Deco Saal is decorated in modern style and can be divided in two, depending on the size of your event. From both rooms, the Rigi and Pilatus, you can enjoy a beautiful view on the mountains, Lake Lucerne and the city of Lucerne.

WE LOOK FORWARD TO SEEING YOU...



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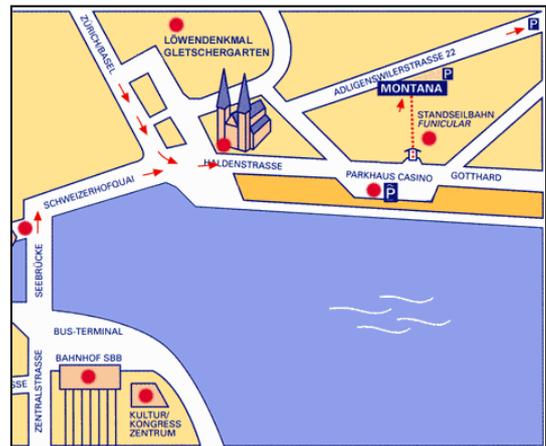
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GOOD TO KNOW

When planning a big event, extra information and tips are always useful, which is why we have put together the following document for you!

Arrival

Take bus no. 6 or 8 from Lucerne's main station and get off at the Casino/ Palace bus stop. From there take the hotel's free funicular railway straight to the hotel lobby. The Montana funicular is listed in the Guinness Book of Records as the world's shortest funicular railway and runs 24 hours a day at the touch of a button. The lakeside entrance is on the Haldenstrasse, directly opposite the entrance to the Hotel Palace.



Should you be arriving by car we suggest you park at the Casino car park. From there, simply cross the street and take the funicular railway to the hotel. Parking tickets can be paid for at the hotel reception. For larger events, we recommend you make a block-booking in the car park (5.50 CHF per space, parking fee according to the length of your stay).

There is only limited parking in front of the hotel. Additional parking can be found in the blue parking zone near the hotel or on the Gundoldingerplatz.

Pre dinner drinks / Drinks receptions

Pre dinner drinks can be just the right thing to get a party going. We would be delighted to serve your drinks in our stylish Louis Bar, in the Hazy Lounge or in the banqueting room prepared for you. Otherwise, if the weather is good, enjoy your pre dinner drinks on the ART DECO HOTEL MONTANA's LAKE VIEW LOUNGE – something not to be missed!

Seating

Seating plans can be created to suit your event – we will be delighted to help you with the details to create the best use of our space !

ART DECO SAAL



Experience a special atmosphere,
stunning views
and a culinary feast ...



... We help you plan your
very individual occasion.

Flowers

Floral party decorations give a special touch to your event, which is why we have worked together with florist Priska Isenschmid from the "Atelier für Blumen" for many years. She knows the table layouts, colours and infrastructure of the ART DECO HOTEL MONTANA inside out and is thus in a perfect position to advise you for your event. Orders can be placed via the hotel or directly at the following address:



Atelier für Blumen
Priska Isenschmid
Stadthausstrasse 6
6003 Lucerne
Tel 041 210 10 53



Buffet

Our cheese and dessert buffet is simply unbeatable and can be set up in the banqueting room for 30 people upwards, to suit your wishes and requirements.

Fireworks

For safety reasons fireworks are not permitted in or around the hotel and its terraces.

Guarantee

Our Art Deco Saal is perfect for events of between 80 and 120 people. For exclusive hire on Friday and Saturday night, we require a minimum payment for food and beverages of CHF 8000, guaranteeing you the private use of the 168 m² banqueting room and its stunning view from the panoramic windows.

Presents

Would you like to give your guests a small gift to thank them for being there with you? How about a CD by our very own pianist Richard Decker (25 CHF), ensuring that your guests take the MONTANA sound home with them. Or maybe a voucher for a night in the hotel, for a meal or simply for a fixed amount?

Your gift list still has some blanks? Then why not suggest vouchers for the ART DECO HOTEL MONTANA!

Wedding cakes

A match made in heaven - a wedding cake just as extraordinary as the place where you will celebrate!

Our experienced MONTANA pastry chef will create your very own and personal cake. No matter what your preferences are – you name it, he bakes it..



We will be delighted to assist you to let your dreams come true.

Chair plaids

Our chair plaids add an extra festive atmosphere to our banqueting rooms for CHF 8 per chair or for all CHF 300.

Children

Relaxed parents and happy children – that is exactly what we want for your special occasion. This is why we aim to equally treat both adults and children on that all important day. Our kids' menu is printed on balloons: simply take a deep breath and off you go...!

Candle holders

In the Scala Restaurant, all tables are decorated with small elegant glasses holding tea lights. To give your events in the Art Deco Saal a special touch, we recommend our silver single or triple candlestick holders, which we offer free of charge. Should you prefer a more discrete form of candlelight, we will be happy to decorate your tables with elegant tea lights.

Menus

The menu is this one item of an event guests usually like to take home with them as a souvenir. We do of course print your menu and wine list. However, to give it your very own personal touch please feel free to give us the right title of your event, photos or anything you can think of. Black and white menus are free of charge, colour menus will be printed at a charge of CHF 1 per menu.

Music/ Entertainment

Celebrating at the MONTANA means that you are free to choose your preferred style of musical entertainment - we can place a piano at your disposal (CHF 100) and would be delighted to help you with contacts for pianists, bands or DJs. Should you wish to play your favourite CDs, we will be happy to provide you with a Hi-Fi and speakers (start from CHF 145).



Parking

There is only limited parking directly at the hotel. For guests who stay at the MONTANA overnight, we can reserve parking spaces in our car park next to the hotel entrance for CHF 25 per night.

Additional activities

We would be delighted to help you to put together an interesting and unusual programme around your event, turning it into a truly unforgettable experience for you and your guests. We are certainly not short of ideas – you can choose between whisky tasting, a tour of the hotel and many more exciting activities in and around the hotel.

Invoice

To enable you to enjoy your event right through to the end, we prefer to send you a detailed invoice with a payment slip by post. It goes without saying that you can also settle the bill directly at the hotel in cash, by EC-direct, Postcard, Euro-/Mastercard, Visa, American Express and Diners cards.

Cancellations

We consider your signature as binding for the reservation. Our general terms and conditions apply for all subsequent cancellations.

Taxi

Whether for arrivals or for departures late at night, it is worth thinking about transport for your guests early on. Our reception staff is more than happy to call taxis for individuals, whereas for larger events we would recommend advanced bookings. We work together with the proven and reliable local taxi company Gema Taxi (telephone 041 260 33 33).

Dance floors

The floor in the Art Deco Saal is carpeted. For parties that include dance music, be it by live performance or DJ, we recommend our mobile dance floor (4x4 m = 16m²), which we would be delighted to install free of charge.

Numbers of participants

In order to help us plan your event as smoothly as possible, we would be grateful if you could confirm the approximate number of participants 21 days before the actual date and the final numbers no later than 48 hours in advance. This is to ensure that your guest won't have to leave your party hungry or thirsty! We will invoice for the number of participants communicated to us 48 hours prior to the event.

Deposit

For weddings and large events we require a deposit of 50% of the estimated total on signing the contract.

Extra hours

The last thing we want is to stop the party just when it is getting into its full swing. Our banqueting service hours officially stop at 0:35 a.m., but we are of course happy to extend our service until 2 am at a cost of CHF 300. Any additional hour after that will be charged with another CHF 300. Please note that service definitely has to stop at 4 a.m.

Wine/ Corkage

Our wine list contains a wide selection of wines from different countries to suit all tastes. Should you be unable to find your favourite wine on our list, then please let us know and we will do our best to obtain it for you. Should you prefer to bring your wine with you, we will charge a corkage fee of 45 CHF per bottle.

Whisky

Single Malt Whiskies are the big passion of Fritz Erni, our director. This is why we offer more than 90 Single Malt Whiskies at our Louis Bar, a collection that holds the largest choice of rare whiskies in Central-Switzerland. Two incomparable highlights of this collection are bottles No. 1 and No. 2 of Black Bowmore First Edition 1993, of which only 2000 bottles exist. Since June 2005 these two truly unique copies complete the extraordinary whisky selection of the Louis Bar and are exhibited at the bar itself. In addition to that the Louis Bar is the only bar in the world which serves the 40 years old Bowmore... Since 2006 the ART DECO HOTEL MONTANA has its very own branded whisky – the "Glen Montana". Again this is an exclusively limited edition of only 300 bottles. The Louis Bar is hence a popular place for whisky lovers and connoisseurs.



Rooms

There is nothing better than to fall straight into bed after a wonderful evening, to relax in all comfort and to be able to let all events settle smoothly in ones mind. Why not let your guests enjoy this privilege by reserving our stylish art deco rooms with their wonderful views?

The morning after, enjoy our extensive buffet breakfast in the Scala Restaurant or in good weather on the Scala Terrace.

For banquet reservations of more than 15 people, we will provide our special banquet prices for you:

Banquet room price

Double for single use	CHF	300
Double room	CHF	385
Junior suite	CHF	525
Suite/ Penthouse Spa Suite	from CHF	775

These prices include service and VAT, exclude buffet breakfast of CHF 25 and local taxes of CHF 2.90 per person and are subject to availability.

The bridal couple can stay in the room of their choice with a reduction of 50% on the normal room price (wedding reception of min. 50 guests).
Yet another reason to let the next day start in a relaxed and gentle fashion!



GENERAL TERMS AND CONDITIONS

The terms and conditions listed below are the contractual conditions between the Organiser and the **ART DECO HOTEL MONTANA** (hereafter mentioned as the ADHM).

1. Items covered:

These terms and conditions cover the preparation of conference, banquet and seminar facilities, as well as any further services and deliveries arranged by the ADHM, including the reservation of hotel rooms to the event organiser(s) and participants. The terms and conditions of the ADHM apply exclusively. Terms and conditions of the Organiser will not be included in the contract, provided they do not contradict those of the ADHM.

2. Reservations

A contract exists between the Organiser and the ADHM when

- a) a written offer made by the ADHM is signed and returned by the Organiser or
- b) a request made by the Organiser is confirmed in writing by the ADHM

Alterations to the content of the contract will only become valid once they have been confirmed by the ADHM in writing.

2.1 Offers

Offers made by the ADHM must be accepted within 14 days, unless an alternative acceptance period has been previously agreed by both parties. The ADHM is no longer bound to honour offers not accepted within this period of time. The ADHM reserves the right to withdraw, if necessary, from an offer within the acceptance period, should the reason be deemed important.

2.2 Options

Options are binding for both parties during the agreed option period. After the end of the option period, the ADHM reserves the right to place the reserved dates and services back on sale.

3. Changes to participant numbers and event times

The Organiser must advise the ADHM of any changes to participant numbers as soon as possible. The ADHM will do its utmost to resell the services reserved and no longer needed at the same terms and conditions. Should the ADHM be able to do this, the Organiser will not be invoiced for them.

3.1 The ADHM should be advised of the exact number of participants no later than 48 hours before the event. This number will be used for the final invoice. Should more participants than stated attend, the actual number on the day will be invoiced. The ADHM guarantees the agreed conditions for the agreed services for up to 5% additional participants.

3.2 Should the number of participants be higher than 10% of the number originally booked, the hotel reserves the right to review and, if necessary, alter the agreed prices and to provide alternative rooms for the event, provided this is acceptable for the Organiser. Should unavoidable circumstances, e.g. safety issues or official regulations, be the reason for providing alternative arrangements, the Organiser may not claim the changes to be unreasonable.

3.3 Should the number of participants (seminar & banquet) be less than 10% than the number confirmed, the ADHM will charge for each booked but not attending participant as follows:

- | | |
|------------------------------------|-----------------------------|
| - up to 30 days before the event | no charge |
| - 29 to 10 days before the event | 50% of the services booked |
| - 9 days and less before the event | 100% of the services booked |

In the event that the price of certain services has not been finalised at the time of the change in participant numbers, a set amount of up to 500.00 CHF per person may be charged.

For partial cancellations of rooms, please see the terms and conditions as listed in paragraph 5.1. Until 48 hours prior arrival there could be cancelled 4 rooms without cancellation fee.

3.4 The Organiser will advise the ADHM of the detailed programme, layout details, technical equipment required and any other information necessary for the smooth running of the event by the ADHM, including any additional information requested from the Organiser by the hotel, no later than 10 days before the event.

3.5 Should the agreed start and end times of the event be changed, any additional costs incurred will be invoiced by the ADHM. This does not apply should the changes be made by the ADHM.

4. Hotel room reservations

The Organiser must advise the ADHM of any hotel rooms required in connection with an event no later than ten days in advance. The Organiser may only expect rooms which were part of the booking for the whole event to be available. The ADHM reserves the right to charge for rooms reserved but not used if the hotel is unable to resell them.

5. Withdrawal by the Organiser

In the event of the cancellation of an event, the ADHM must be advised in writing at the earliest possible opportunity.

5.1 Should the event be cancelled in its entirety by the organiser, the ADHM will charge the following cancellation fees:

- | | |
|--------------------------------------|-----------------------------|
| - up to 90 days before the event: | no cancellation fee |
| - 89 to 60 days before the event: | 25% of the services booked |
| - 59 to 30 days before the event: | 50% of the services booked |
| - 29 to 15 days before the event: | 75% of the services booked |
| - 14 to 3 days before the event: | 95% of the services booked |
| - 2 days before to day of the event: | 100% of the services booked |

- 5.2. For partial cancellations, please see the terms and conditions as listed in paragraph 3.3. Charges incurred will be calculated based upon the date on which the ADHM receives the written cancellation.
- 5.3. **In the case that the services booked (menu & drinks)** have not been finalised at the time of the cancellation, an amount of 120.00 CHF per person will be used as the basis of the calculation.
6. **Provision of food and drinks**
The Organiser agrees to purchase all food and drink from the ADHM. Exceptions must be agreed in writing with the ADHM and an amount to cover general costs (service charges) will be charged.
7. **Terms of payment**
Invoices issued by the ADHM must be settled no later than 10 days from date of invoice. The services invoiced will be taken to have been carried out to the Organiser's satisfaction, should the Organiser not state otherwise within this period of time.
- 7.1 The ADHM reserves the right to request a deposit of 50% of the agreed services. For events with a billing address outside of Switzerland or events which are booked from abroad, 100% advance payment may be requested. Should the Organiser delay payment, the ADHM reserves the right to withdraw from the contract, as detailed below in paragraph 8.1. In the event of such changes as detailed in paragraph 3.5, the advance payment will be taken into account when calculating the total cost.
- 7.2 In the event that payment is delayed, the ADHM reserves the right to apply charges to cover the cost of any eventual payment reminders or address and credit rating searches carried out, including any legal costs incurred. The Organiser agrees to such costs being charged, even if these may only be reimbursed partially or not at all according to law.
8. **Withdrawal by the ADHM**
The ADHM may withdraw from the contract at any time should the reason be deemed important enough. This may include, in particular, conditions set by the authorities, bans, safety-related reasons and force majeure, as well as other circumstances outside of the control or influence of the ADHM. In such cases, the ADHM will provide assistance with finding a suitable alternative venue.
- 8.1 The ADHM may also withdraw from the contract under the following conditions:
a) **There are well-founded reasons to believe that the event or its participants could endanger the smooth running of the hotel or the safety or reputation of the hotel or its guests.**
b) The ADHM establishes that events have been booked using misleading or incorrect information, or that they have been booked for a different reason to that given at the time of the booking.
c) In the event that third parties involved by the ADHM in the organisation of the event at the request of the Organiser are unable to deliver their services in part or in full.
- 8.2 **The ADHM will advise the Organiser of its withdrawal from the contract as soon as it is aware of any of the above mentioned reasons. In this case, the Organiser is not entitled to claim compensation from the ADHM.**
9. **Liability**
- 9.1 The Organiser is liable for the whole of the amount invoiced, including services and costs incurred by employees, auxiliary staff and event participants. Exceptions must be agreed in writing.
- 9.2 The Organiser is liable for all damages and losses incurred at the ADHM by the Organiser, employees, auxiliary staff and event participants. **Proof of fault is not required. The ADHM reserves the right to request proof of the appropriate safety measures (e.g. insurances, deposits, guarantees) from the Organiser.**
- 9.3 **The ADHM is not liable for theft or damage to belongings brought in by the Organiser, employees, Auxiliary personnel or event participants. This also applies to vehicles left on hotel parking spaces or in the hotel's garage.**
- 9.4 **Should the ADHM arrange for technical or other equipment through a third party, this will be arranged and invoiced in the name of the Organiser. The Organiser is liable for the careful treatment and return of such equipment and releases the ADHM from any liability to the third party.**
- 9.5 **The ADHM is only liable in cases of intent and gross negligence.**
10. **Final Conditions**
Changes or additions to the contract, additional agreements or these terms and conditions must be made in writing. Should verbal amendments be accepted, this must first be agreed in writing. Changes made only by the Organiser will not be deemed valid.
- 10.1 Place of performance and payment is the location of the ADHM registered office.
- 10.2 The sole place of jurisdiction for differences relating to the contract and its implementation, additional agreements or these general terms and conditions is Lucerne. Swiss law will be applied.
- 10.3 Media advertisements for events booked in the ADHM require the written agreement of the ADHM before being 10.4 Should individual elements of these terms and conditions be declared invalid or inapplicable, this will not affect the validity of the rest of this contract or its terms and conditions. The invalid or inapplicable element will be replaced by an appropriate agreement which will match the meaning and aim of the invalid clause as far as is possible. Swiss Contract Law applies.