

1. The site rental includes the following
 - Welcome desks (power supply provided); (except for screen hire requests only)
 - One wall with 2 flat screen monitors;
 - Staff chair(s);
 - No landline telephone, no internet connection other than free public WiFi ([Free Wifi GVA](#))

2. For any problems during the rental period, please contact CGS.

3. The price is calculated per full day, even for a few hours' use. The customer must inform Geneva Airport of the hours of presence during the day.

The keys are available at the scheduled time from 07:30 and must be returned by 23:30 at the latest. The visuals are programmed on both screens during this time slot.

The check-in will take place in the presence of a representative of Geneva Airport in accordance with the procedure that has been communicated to the customer in advance.

The return must be made independently or in the presence of a representative of Geneva Airport. The inventory form must be returned duly signed with the keys and the badge.

4. The renter will be charged for any material damage other than that caused by normal wear and conditions. Any key or badge not returned will be charged at CHF 100. (per missing item).

5. In general, reservations must be made in advance and at least 14 days before the desired rental date.

6. In the event of cancellation, the following charges apply:

- less than 2 weeks before the rental date: 100% of the rental fee
- 2 to 4 weeks before the rental date: 50% of the rental fee

7. An interest of 5% could be perceived for any invoice not paid within the deadline. Complaints are to be formulated at the latest 8 days following the sending of the invoice.

8. To use the screens, files (logo, text and film if required) must be handed in at least 10 working days before the rental date. Files that do not match the formats or received late will be refused. Files with the wrong dimensions will be displayed as they are, even if they are distorted. The display on the screens of advertising not directly relevant to the tenant's business is strictly forbidden.

More information : [Visitors Center - Données techniques 2023 \(gva.ch\)](#)

Genève Aéroport reserves the right to ban a display that could be against its own interests or compete with other advertisers on the airport site.

9. To benefit from an internet connection, you have one option:
 - Internal WiFi access at a flat rate of CHF 80.00 excl. tax per rental period
10. The items rented and the surrounding area must be kept clean and unencumbered throughout the rental period. The following, in particular, are not allowed: fly posting on the counters or panels, consumption of food or drinks, storage of equipment or baggage, commercial activities or activities not related to passenger reception. If non-standard cleaning is required, an extra charge of CHF 200.- will be made.

We also invite you to take note of the airport rules of Genève Aéroport: Rules Genève Aéroport
11. Genève Aéroport management accepts no responsibility for items or valuables left in the counter or the back-office cupboard.

Genève Aéroport
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