

1. Rental of a location includes the following:
 - location(s) with a flap to put a laptop on (electrical connection provided);
 - partition with 2 flat screens with supports possible for brochures;
 - stool(s) for staff;
 - no fixed telephone line or internet connection other than free public WiFi (cf. para. 7).
2. For any problems during the rental, contact locationguichetmobile@gva.ch during the office hours or to your contact directly.

3. The fee is charged for a whole day, even for a few hours use. The client shall inform Genève Aéroport of the times he/she will be present during the day.

The keys are available at the agreed time (from 7:30 a.m.) and must be returned by 10:45 p.m. at the latest.

If the rental is requested before 7:30 a.m., the equipment can be made available the day before on request with the presence of the client and depending on the availability of our team.

The pick-up of the counter is done either in the presence of a Genève Aéroport representative or autonomously according to the process that has been transmitted to the client.

The return is done autonomously. The inventory form must be returned with the keys and badge.

4. Materials damages, other than spoilages due to normal wear and tear will be charged to the tenant. CHF 100.- will be charged for any keys or badges not returned.
5. A counter must be booked at least 2 weeks in advance. In case 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
6. 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.

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.

7. To benefit from an internet connection, you have 2 options:
 - Wifi access at a flat rate of CHF 80.00 excl. tax per rental period
 - "wired" Internet access at a flat rate of CHF 45.00 excl. tax per rental period
8. 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](#)

9. Genève Aéroport management accepts no responsibility for items or valuables left in the counter or the back-office cupboard.

Geneva Airport, December 2021.