

Terms and conditions

Room 4 Green Ideas

The following terms and conditions will apply to your booking of the Green Office VU (GO.VU) space:

- Bookings need to be made at least one week prior to the event/meeting taking place;
- The space can only be used for sustainable initiatives - in the broadest possible sense of the term sustainability - or initiatives with a sustainable goal;
- Keep in mind that the Green Office VU promotes sustainable behavior. Act as sustainably as possible in all proceedings when using the Green Office VU space;
- Please leave the space in the same condition as in which you found it, minding:
 - o Recycling your waste;
 - o Washing and tidying up dishes used;
 - o Leaving a clean office space;
- If you book the room after official office hours, please...
 - o turn off the lights when leaving;
 - o do not leave any unnecessary devices on/plugged in;
- Parties booking the Green Office must indemnify the GO.VU against any damage caused to the Green Office space (including contents, furnishings, fittings, sound and light equipment and any other equipments on lease or situated at the site) by the client and/or their guests, employees or agents;
- All visitors to the Green Office VU shall be responsible for their own properties and the GO.VU shall not be liable for any loss or damage thereto.