



WIDDER
ZÜRICH
BY THE LIVING CIRCLE

Your Event Factsheet



Capacities

Maximum number of guests according to seating arrangement

Room	Area in SQM	Apero	Round Table	Block Table Standard* Setup	Seminar	Theater	U-Shape
Widder Saal	200	250	180	48	120	220	50
Zunft Stube	86	80	56	32	42	70	24
Erzberg Stube	82	70	48	28	24	50	20
Vordere Erzberg	42	30	24	14	16	25	12
Hintere Erzberg	40	30	24	14	16	25	12
Pavillon	54	50	30	18	20	28	-
Tatzfuss Stube	24	-	-	10	-	-	-
Loos Stube	27	-	-	10	-	-	-
Widder Garden	-	140	-	50*	-	-	-
Hortensien Garden	-	30	-	-	-	-	-
Hofgarden	-	50	-	12 24*	-	-	-
Widder Restaurant	60	-	-	35*	-	-	-
AuGust	53	-	-	12 46*	-	-	-



Set-up Costs & Minimum Consumption

Maximum number of guests according to seating arrangement

Room	Setup Costs	Up to 2 hours (¼ Tag)	Up to 5 hours (½ Tag)	Up to 10 hours (1 Tag)
Widder Saal	1'500	6'000	8'000	12'000
Zunft Stube	550	1'500	2'500	4'000
Erzberg Stube	550	1'500	2'500	4'000
Vordere Erzberg	280	500	1'000	2'000
Hintere Erzberg	280	500	1'000	2'000
Pavillon	350	500	800	1'200
Tatzfuss Stube	250	300	500	950
Loos Stube	200	250	450	800



Minimum Consumption

Room	Minimum consumption
Widder Garden exclusive	Lunch (11:00 a.m. – 5:00 p.m.) CHF 7'500 Evening (5:00 p.m. – 11:00 p.m.) CHF 11'500
Hortensien Garden	Aperitif for up to 20 guests (maximum 2 hours): CHF 50 per person Lunch exclusive (11:00 a.m. – 5:00 p.m.) CHF 1'500 Evening exclusive (5:00 p.m. – 11:00 p.m.) CHF 3'000
Hofgarden exclusive	Lunch (11:00 a.m. – 5:00 p.m.) CHF 2'000 Evening (5:00 p.m. – 11:00 p.m.) CHF 3'500
AuGust	Up to 20 guests CHF 100 per person Exclusive 4:00 p.m. – midnight CHF 15'000

All times are inclusive of setup and dismantling times





Technical Equipment

Lectern with microphone (free of charge Widder Saal)	CHF 190
Table microphone	CHF 150
Hand microphone	CHF 150
Headset, clip microphone	CHF 190
Laptop	CHF 150
Projector and screen in the Zunft Stube and Erzberg Stube	CHF 270
Projector and screen Widder Saal	CHF 450
TV screen 55 inches	CHF 270
Speaker Screen	CHF 80
Video conference (incl. laptop)	CHF 650 flat rate
Stage, 40cm or 80cm high	CHF 180
Flipchart	CHF 30
Pin board	CHF 30
Presenter's case	CHF 20
Technical assistance (from 3 microphones recommended)	CHF 150 / hour
Secure LAN connection	CHF 500

Setup

The rental fee and minimum consumption includes the setup of the booked room (tables and chairs) based on the number of guests provided and in accordance with capacity limitations, as well as cleaning, preparation of the room, and ensuring an appropriate room atmosphere.

Food & Beverage

We have put together a selection of appetizers, menus, breakfast and coffee breaks as well as drinks separately for you. The Event Team will be happy to advise you. In our restaurants, we offer a choice of meals on site for up to a maximum of 8 people (exception: Widder Restaurant). For quality reasons, a uniform menu must be ordered in advance for all guests with 9 or more people.





General Information

ADMINISTRATIVE SERVICES

We are happy to organize the event together with you. All administrative work within the scope of the events is included in the service. Additional work such as drawing up a table plan, writing name cards, etc. will be invoiced separately according to time and effort.

OBLIGATION TO PROVIDE INFORMATION

The organizer shall communicate transparently with the hotel regarding the subject matter, content and form of the event, in particular in regard to ethical, political and religious events.

NUMBER OF PEOPLE

The defined number of persons must be communicated at least 72 hours before the start of the event. This number serves as the basis for billing. If the actual number of persons is lower, the confirmed number of persons shall be used as the basis for billing. If the number of persons is higher, the actual number of persons attending the event shall apply. In order to guarantee a smooth process, it is essential to communicate the number of persons until shortly before the event.

Should the number of persons originally registered be reduced by more than 10%, the Widder Hotel reserves the right to invoice the difference to the number of persons stated 72 hours before the start of the event.

RESERVED TIMES

In order to plan the event well in terms of time, exact times must be specified when making the reservation. The duration of the reservation is obligatory, and the organizer must plan set-up and dismantling times and inform the hotel when making the reservation.

ROOM USE | ROOM CHANGE | RENT

The hotel may make changes to the rooms, provided the new rooms meet the requirements and interests of the organizer and the organizer's consent. In principle, rooms can be occupied regularly until midnight. Further occupancy is subject to a surcharge and requires permission from the relevant authorities. Rentals and minimum consumptions are based on the rates in the event documentation. Specified minimum numbers of persons are binding.

General Information

BRINGING IN FOOD AND BEVERAGES

All food and beverages must be provided by the hotel.

In exceptional cases (e.g. national specialties), the hotel may grant permission for external items, subject to an applicable service charge.

MENU | MENCARDS

For quality reasons, a pre-ordered standard menu is offered for groups. We try to accommodate special requests as much as possible. Please communicate to us any allergies, intolerances and eating habits two weeks in advance. The menu price will then be calculated according to the food costs. Included in the menu price is an individual menu card, which is created by the hotel.

MENCARDS

We are happy to print individual menu cards for your event with the desired title and/or logo. A fee of CHF 5 per menu card will be charged for this service.

TABLE PLAN | NAME CARDS

Upon request, we can print the seating plan and guest list for you. For the table arrangement and table labeling, we charge CHF 10 per table. Name cards can be created for an additional CHF 2 each. The desired table arrangement and the names of the guests must be sent to us no later than 72 hours before the event.

FLOWERS | DECORATION

In general, our event spaces are not decorated. We would be happy to order arrangements and floral decorations for you from our florist. These will be designed according to your preferences, wishes, and budget.

DELIVERIES | SHIPPING OF MATERIAL

Deliveries of materials for the event must be registered and delivered to the hotel as close to the event date as possible. If materials are to be shipped to the organizer before or after the event, shipping costs will be charged.





General Information

MUSIC & ENTERTAINMENT

Please note that live music is permitted for events, provided it is maintained at an appropriate volume, out of consideration for our hotel guests. All program details, including any musical entertainment, must be communicated to the Event Team in advance, no later than 14 days prior to the event date. The Widder Hotel reserves the right to restrict or decline specific entertainment elements should there be justified concerns that other guests may be disturbed. The Event Team will be pleased to advise on the available options.

EMPLOYEES

Staff required for the scope of the event shall be provided by the hotel at no extra charge. In principle, however, auxiliary staff required in connection with the setting up and transport of technical equipment, decorations or other items shall not be available free of charge. To enable us to plan the staffing requirements, please let us know as early as possible if such support staff are required. Additional services for employees will be charged.

Hourly rate per employee: CHF 55

Hourly rate per management staff: CHF 80

EXTENSION

Our event spaces are generally available until midnight. Should you wish to extend the usage beyond this, a night surcharge of CHF 350 per room per hour applies. Please notify us of any extension requests at least 14 days before your event.

PARKING SPACES

The hotel does not have its own parking spaces. For participants of the event, we recommend the nearby multi-storey car parks and public car parks.

GENERAL TERMS AND CONDITIONS

The General Terms and Conditions are an integral part of the contract, and these are sent with every offer and contract as a separate document.

PRICES

All prices include service and statutory VAT. Prices are subject to change without notice.

CONTACT

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