

Order regulations regarding the premises in the Student Union House

(Formerly known as "Local regulations regarding premises in the Student Union House")

Settled by the Administration Committee 2005-01-12

Changed by the Administration Committee 2017-08-01.

These regulations have been issued with the support of *Chapter 1. Section 6 Regulations regarding the premises in the Student Union House.*

Regulations applying to fire protection and evacuation will be found in *Fire Protection Regulations regarding the Student Union house.*

Regulations regarding serving alcohol in the Student Union house will be found in *Alcohol Regulations.*

Regulations regarding cleaning and general preparation of the premises after renting will be found in *Cleaning Regulations regarding the Student Union house.*

Regulations applying to handling eatables will be found in *Eatables Regulations regarding the Student Union house.*

This document contains the other regulations that apply to the premises in the Student Union house, in addition to what is stated in *Regulations for the premises in Medicinska Föreningen.*

Generally

- Pay extra attention to 1 chapter. 5 § Regulations for the Union premises at all activities in the Student Union house.
- The renter or person appointed by renter must be present during the entire arrangement. Guests are not allowed to be left alone at the premises without renter or person appointed by renter present.
- Emergency exits, emergency escape routes, fire equipment and power stations must under no circumstances be blocked. Emergency exits/emergency escape routes must always be taken to account. The emergency exits must be unlocked immediately when someone dwell at the premises.
- Spaces that are not a part of the rental and are not mentioned in the contract may not be used, nor for storage or parking.

The Lecture Hall ("Aula") with stage, lodges, lodge corridor and "Gubbhyllan" (shelf over lecture hall)

- It is forbidden to open the emergency exits at "gubbhyllan" other than in case of an emergency.
- The two double doors towards the patio must always be locked up with the lock

knob as soon as there is an event in the premises. If they aren't locked up there will be no light.

- The doors to the space behind the stage shall be locked for guests. Only the renter with personal and any technicians and artist may dwell in these premises.
- Paintings, drapes and such like must not be taken down from the walls.
- Safety and order appropriation on stage must be strictly followed.
- The specific sound and light regulations shall be followed when using the sound and light equipment.

The Cargo Dock – “Lastkajsgången”

The cargo dock is an emergency route from the kitchen, the mirror room and the spaces behind the Lecture hall (Aulan). This may never be blocked and there must always be possible to enter the corridor and pass through out to the cargo dock.

The Patio (at the “Aula”)

Marshals and such like may not be placed without a foundation on the stone plates because stains could occur. They shall be provided with a non-flammable foundation that protects the plates from splatter from the marshals. The gate must be closed during serving of alcohol. Only outdoor furniture may be outside. Furniture intended for indoor use cannot be placed outside.

Serving kitchen (small kitchen next to the Lecture hall – “Aulan”)

This kitchen is included when renting the Lecture hall. When using the kitchen and handling eatables in general follow the general handling of eatables regulations.

Elevators

- The maximum load regulations that are appropriated in the elevators must be followed. If there is a wreckage due to the maximum load has been overburden, the renter will have to pay for the repair costs.
- The elevator shall always be on the top floor when leaving the premises. This is because it should not be possible to get in to the Lecture hall and adjoining rooms without keys. The inner door to the Lecture Hall's elevator shall be kept closed or else the elevator cannot be called from the other level.

The Mirror Room

Street shoes may only be used when passing through between the doors from the “gasque” to the corridor at the dressing rooms. Street shoes may not be used for hygienic reasons on the premises.

The "Gasque" and the gasque corridor

The emergency exits must never be blocked – under no circumstances. The emergency exit towards the patio must always be locked up with the lock knob as soon as event is taking place on the premises. If they are not unlocked there will be no light. Follow the sound and light regulations when using the sound and light equipment.

The Pub

- The doors towards the gasque corridor must never be blocked, because they are an emergency evacuation route.
- The door opposite the elevator on the upper half plane, which is also an emergency evacuation route, must always be unlocked as soon as activity takes place on the premises.
- It is strictly forbidden to tape posters or other objects on the red wall.
- When using the sound and light equipment follow the sound and light regulations.

The dressing rooms, showers and sauna

Only tap water may be poured on the sauna aggregate and the water may only be poured gently on the rooks above the aggregate. The sauna aggregate may not be flushed with water, because then it can short-circuited.

Toilets (entrance, at the lodges, in the cargo dock, "klubbvåningen" and the pub

Sanitary napkin and tampons shall be disposed in designated bags and must never be flushed in the toilets.

"Klubbvåningen"

The smoke exterior must be on and the choker must be open before making a fire in the fireplace. Read the appropriations that are set up at the fireplace! Paintings may not be taken down from the walls. Handle the furniture with care. When using the kitchen and handling eatables in general, follow the eatables regulations.

Upper foyer

It is strictly forbidden to tape posters or other objects on the red wall. Paintings may never be taken down from the walls and furniture may never be stapled to the paintings.

Entrance/lower foyer

The marshals may only be placed on the stairs outside the main entrance. They shall be provided with a non-flammable foundation that protects the stairs from

splatter from the marshals. It is strictly forbidden to tape posters or other objects on the red wall. The brown door down to the basement must never be blocked as it is an emergency evacuation route from the basement.

The kitchen and the washer room (at the gasque)

The kitchen may only be used if it has been rented and if this is written in the contract. When using the kitchen and handling eatables in general follow the general handling of eatables regulations.

The Committee floor

Parties may not be arranged in the committee floor. An exemption may be granted by the Administration Committee, after application has been made.

Amount of fines:

Failure to comply with these regulations will result in fines as the contract follows:

- Alcohol consumption outside of the serving area: 1000 SEK per occasion when guests are caught with alcohol outside of the serving area.
- Blocked emergency exit or emergency evacuation route: 1000 SEK per emergency exit/emergency evacuation route
- Emergency exit opened in the gasque/gasque corridor/"gubbyllan" (shelf above the Lecture hall's bar counter) when no emergency exits: 500 SEK per door and occasion.
- Taped/pasted objects in the red wall in the pub or the foyers: 500 SEK per object.
- Using the fire extinguisher without a fire: the cost of refilling the fire extinguisher and any decontamination.
- Used bandage supplies: cost for replacing what has been used.
- Use of premises that has not been rented: the rent for the used premises according to MF's prise list.