

Rules for the use of the rehearsal rooms in Clockhouse

1. General

1.1 The Clockhouse (building 351 of the Wageningen University) is an accommodation used by the Wageningse Studenten Koor- en Orkestvereniging (WSKOV). It is located at Generaal Foulkesweg 37 6703 BL Wageningen. Two piano rooms are available for rehearsing.

1.2 The rooms can be used every day of the week between 8:00 and 23:00.

3. The rooms can be used by:
- Members of the WSKOV
 - Non-students
 - People linked to Wageningen UR

In incidental cases, the Executive Board of Wageningen UR can decide to use the rooms for other purposes.

2. Users of the rooms

2.1 Definition of the term 'user of the rooms' or 'room user'

Users of the rooms can be divided into two categories:

- a) Choir or orchestra members of the WSKOV
- b) Other musicians, individually or in a group All users of the rooms should meet point 1.3.

2.2 Rehearsal times

2.2.1 The board will decide when the choir or orchestra uses the rooms for their rehearsals.

2.2.2 The WSKOV always has the first right to use the rooms.

2.2.3 Users of the rooms can make use of the rooms. They have to make a reservation via https://www.supersaas.com/schedule/Klankrijk_Room_Usage/WSKOV_Clockhouse (Supersaas), and can pick up the key at that certain time by using their personal room user card in exchange for the key. The exchange happens at Odin or De Zaaier.

2.2.4 Users of the rooms can only apply for the rooms at times the key-address is accessible see 3.1

2.2.5 Per week, users of the rooms can make use of the rooms for a maximum of six hours. A maximum of two hours per rehearsal is set. For a group, a maximum of twelve hours.

2.2.6 If the user of the room is not able to use the room at the time they have subscribed to use it, they have to sign off in time.

2.3 Costs

2.3.1 For up-to-date pricing information, visit https://www.supersaas.com/form/Klankrijk_Room_Usage/form_future_room_user_3.

2.3.2 In the case of a group, only the group leader needs a user card. For this, they pay the full contribution.

3. Keys

3.1 Key delivery

3.1.1 There are two addresses where you can get a key for the rooms:

- "Odin", Bevrijdingsstraat 22, Wageningen
- "Café de Zaaier", Herenstraat 33, Wageningen

The keys can be picked up at the following hours:

| | Odin | Café de Zaaier |
|------------------|-------------|-----------------------|
| Monday | 8:00-19:00 | 15:00-22:00 |
| Tuesday | 8:00-19:00 | 15:00-22:00 |
| Wednesday | 8:00-19:00 | 15:00-22:00 |
| Thursday | 8:00-19:00 | 15:00-22:00 |
| Friday | 8:00-20:00 | 15:00-22:00 |
| Saturday | 8:00-18:00 | 15:00-22:00 |
| Sunday | Closed | 15:00-22:00 |

If a room is subscribed for a period in which Odin closes, the keys have to be picked up in Café De Zaaier.

3.1.2 Keys can only be handed out to people that deliver their own room user card.

In order to control this, the card is provided with a photo of the holder. The key of the facility can only be used when the person that holds the card subscribed in the booklet at the keys' dump address.

3.1.3 It is not allowed to lend the keys to others or to hand them over to the following room user.

3.1.4 The room user card is only given back when the keys are returned to the keys' dump address.

3.1.5 An important fact remains that the current user is totally responsible for using of the keys and the facility until the keys are brought back to "Odin" or "De Zaaier".

3.1.6 The keys have to be delivered back immediately after making use of the facility.

3.1.7 The keys cannot be handed over on any other condition than the above mentioned unless there is a written declaration of the board that declares otherwise. E.g. that the mentioned person can use the facility only once under mentioned conditions. This should be announced in advance to "Odin" or "Café De Zaaier" by the board of the WSKOV.

3.2 Loss of keys

3.2.1 Loss of keys can be due to users who do not return their keys. Whenever keys are lost, the board should be informed immediately in order to react adequately and to prevent the keys from being misused by any means.

3.2.2 Loss of the keys due to another cause other than the one mentioned above, should be reported to the board as well.

3.3 Closing times of the keys' dump address

The keyholder will report as soon as possible whenever the keys' dump address is not available during normal opening times. The board then can look for an alternative address.

4. Use of the Rooms

4.1 We have to be careful with our building. The building is used by the complete society. This means that everyone is co-responsible for the state of it. If it becomes clear that a user of the rooms is not sufficiently aware of that, the board can deny a person access to any further use of the rooms.

4.2 In order to prevent sound violation use of amplifiers is prohibited.

4.3 Smoking in the rooms is strictly forbidden! Due to risk of fire this rule is enforced strictly.

4.4 The rooms must be left behind tidy. The pianos have to be covered when leaving the room, the doors should be locked and the heater turned off.

4.4 The rooms are absolutely not meant for commercial goals.

4.5 Whenever a user of the rooms discovers that the room is not left behind according to the rules, or when other important facts are detected connected to the state of the room, the choir manager of the WSKOV or another board member should be alerted, before using the room.

5. Cancellation and abnormal circumstances

5.1 If a room user wants to cancel their room user membership before making use of the rehearsal rooms, this is possible and a full refund of the membership fee can be given. This should be decided by the board of the WSKOV.

5.2 In case of closure of the rehearsal rooms due to abnormal circumstances (for example, the COVID-19 pandemic in 2020), the board of the WSKOV can decide to compensate the room users of that season.

6. Closing notes

6.1 In case of questions or problems the board of the WSKOV is consulted. As part of the board the choir manager is responsible for the rooms and contact with the users. Please send an email wskov@wur.nl to contact them.

6.2 All cases not discussed in this document are decided by the board of the WSKOV.