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## Band Room Usage Regulations

1 General

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2 Registration

---

3 Use of the room

---

4 User fee

---

5 Times of use

---

6 Room order

---

7 Access

---

8 Loan of items

---

9 Revocation

## 1. General

The AStA manages and provides a band rehearsal room for students and employees of the TUHH. This can be used for a fee. The band rehearsal room can be booked for fixed times or used within the free time slots.

The band rehearsal room is located in **Building A** in room **U45** (in the basement). Access is through the east wing of Building A, down the staircase into the basement and through the fire door on the right. Room U45 is at the end of the corridor.  
The lift switches off at 20:00.

## 2. Registration

The application for the band rehearsal room is made via the application form. The registration form contains the list of persons authorised to use the keys in the application and the declaration of consent to use the band rehearsal room. The registration form must either be sent to the AStA by e-mail or handed in at the AStA secretariat. The usage fee must be transferred to the AStA bank account by bank transfer (see usage fee). Only after the bank transfer has been received will the applicant be put on the list of those entitled to use the keys and notified of this.

## 3. Use of the room

In general, it is possible to use the room without a fixed rehearsal time. The room can be used by anyone in the free time slots of the occupancy schedule. For those who want to have a guarantee that the room is really free, a fixed reservation of the room is recommended.

Availability by e-mail or telephone is important not only for users of the room with a fixed rehearsal time. If no availability is possible or no response is received within 4 weeks, the reserved time will be released for other users. Each person is responsible for ensuring that they are available and that their address, telephone number and email address are up to date.

The rules of use must be accepted via the declaration of consent in order to be allowed to use the room (see registration).

## 4. User fee

The usage fee is calculated for the number of months remaining in a semester. Partial months are calculated as a complete month.

The monthly user fee for

	Individual	Bands
Students	2€/mo (per semester 12€)	5€/mo (p. s. 30€)
TU-Employees	4€/mo (p. s. 24€)	12€/mo (p. s. 72€)

The user fee is to be transferred to the following bank account (note purpose of payment):

**Account owner** AStA der TUHH KdöR  
**IBAN** DE73 4306 0967 2022 8344 00  
**BIC** GENODEM1GLS (GLS Gemeinschaftsbank eG)  
**Purpose** Bandprobenraum SoSe 20xx / WiSe 20xx/yy  
Name of both authorised key holders, if applicable

## 5. Times of use

Monday to friday      18:00 to 22:00 \*  
Samstag und Sonntag   07:00 to 22:00

*\* with closed window*

Free and occupied times can be found in the occupancy schedule on the AStA website of the band rehearsal room. Weekends are reserved for special needs. The times of use are subject to change.

Each registered individual or band can reserve weekly times up to a maximum of 4 hours in total, in blocks of at least one hour each, provided they are still free on the current schedule. Reserving one-off times is not possible due to the high administrative effort involved.

## 6. Room order

Smoking and the consumption of alcoholic beverages in the band rehearsal room are prohibited.

The band rehearsal room must be left in a clean and orderly condition. Rubbish must be taken away by the users. Anyone who finds the rehearsal room in an unsatisfactory condition should report this immediately to the AStA. Damage to the facilities and instruments must of course also be reported immediately. The authorised key holders are responsible for their groups.

## **7. Access**

The key for the band rehearsal room is located at the AStA. Two people per band can be registered as authorised to use the key. The key will only be handed out to these persons by AStA members or project representatives. Only employees or students of the TUHH can be authorised to use the key.

## **8. Loan of items**

Items available in the band rehearsal room can be borrowed by TUHH students or staff for events open to the university. Borrowing items for events associated with the TUHH is possible after consultation with the AStA Department for Infrastructure.

A deposit is determined for the loan by the AStA Department for Infrastructure. A fee is charged for events that are not organised by the student body. Further details will be clarified in consultation with the AStA Department for Infrastructure.

## **9. Revocation**

In case of violation of the rules mentioned in 6. room regulations, the right of use can be revoked by the AStA. With the revocation, the declaration of consent of the persons concerned also expires.