

L200 Manual

On the following pages, you will find everything you need to know about using the room. If you still have questions, please contact your host.

ENTRANCE DOOR	2
WINDOWS	2
DISPOSAL	2
HÄNGESYSTEM	3
CURTAIN.....	3
INTERNET	4
SPEAKERS	4
LIGHTS & SPOTS	4
CLEANING OF THE ROOM	5
KEYBOX	5
WHEELCHAIR RAMP	5
SCREEN UND PROJECTOR.....	6
KITCHEN.....	6
BASEMENT.....	6

Entrance door

The entrance door can be adjusted so that it either opens from the outside or remains closed. This is done using a small pin located in the lock in the door frame (see photo). It is important to push the pin upwards before locking the door.



Windows

The windows can only be opened at the top. There is a special rod that makes them easier to open. You will find the rod and the hanging device at the back left of the room.

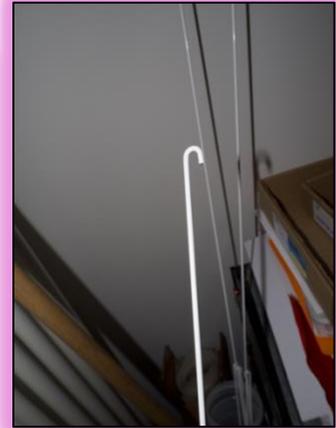


Disposal

For waste disposal, ZüriSack containers are available in the courtyard, accessible via the emergency exit. ZüriSacks are available in L200 and may be used. We kindly ask you to use them sparingly.

Hängesystem

In the L200, we have a **hanging system** that is attached to the walls to secure objects without damaging the walls with nails. The hanging system works with rods that can be found in the back left corner of the room



Curtain

In the L200, we have a curtain system that you can use to cover the rear section behind the piano, creating a small backstage area or space to place tables and chairs if you need to use the entire room. The curtain is located in the rack at the back of the room and is labelled 'Vorhang'.



Internet

The L200 has Wi-Fi for all users. Following is the name and code.

FRITZbox...TO
29029875319635550027

Speakers

For the installation of the speakers please contact your host before your Event.

Lights & Spots

There are various options for lighting the room at your event. Fluorescent tubes in the ceiling provide bright, cool light, and spotlights can be used and adjusted individually. The remote control for the spotlights is located on the door leading to the toilet and kitchen, as shown in the picture. The individual spotlights can be switched on and off manually. A ladder (or a very tall person) is recommended for this.



The remote control can be used to switch the spotlights on or off.

Cleaning of the Room

Cleaning utensils are available in the kitchen for cleaning the room. There is a mop behind the door, and you will find washing machine tabs and cleaning products in the drawer to the right of the dishwasher. There is also a vacuum cleaner, which you will also find in the kitchen. Alternatively, you can have our team clean the room after your event. We charge a flat rate of CHF 100 for this service.

Keybox

Access to the L200 is guaranteed at all times via the key box. You will receive the code for the key box from your host. Individuals and clubs that organise recurring events have the option of obtaining their own key for the room. The key box is located at the gate of the residential property on the other side of the building at Langstrasse 200.



Wheelchair ramp

The L200 **does not have a barrier-free entrance**. For people who still need one, we have two extendable telescopic ramps in the basement, which is accessible with a key, to the left of the entrance, making the room accessible by wheelchair. We recommend using the rear entrance.



Screen und Projector

Many events use the projector to display content during meetings, for example, but it is also suitable for creating a pleasant background atmosphere in the room during an event. These photos show the usual setup for the projector. There are also instructions for setting up and dismantling the large screen.



When setting up the screen, make sure that the feet are locked in place, as shown in the picture on the left.



Here you can find the set up instruction:

<https://www.youtube.com/watch?v=2LfwuU9WyZM>

Kitchen

The kitchen in L200 offers you the opportunity to prepare small meals for your event. It must be left in the same condition after the event. You also have the option of selling food in L200. Please inform your host if you are planning an event with catering. In this case, we will give you a brief introduction on how to use the kitchen in accordance with our hygiene concept. In this case, we will give you a brief introduction on how to use the kitchen in accordance with our hygiene concept.

Basement

The basement is mostly reserved for L200 spaceholders. If you regularly plan workshops or events, we offer you the opportunity to reserve part of the basement for your materials. There are also refrigerators in the basement where you can chill drinks for your event.