

RENTING OF INTERKULTURTREFF (IKT)

Conditions of renting IKT

1. The event needs to have an intercultural reference.
2. The event has to be finished at 10pm.
3. The event has to be an open event.
4. The person renting the IKT has to be a student or a member of staff of either OVGU Magdeburg or the University of Applied Science Magdeburg-Stendal.

Process of renting and using IKT

1. Send an official request to ikus@ovgu.de. You should mention the date, time and purpose of event (explain the intercultural reference). Please also let us know, whether you want to use the kitchen.
2. We will make an appointment with you to sign the contract. At the appointment please bring your student ID and the deposit of 100.00€. By signing the contract you agree on following the house rules and make an appointment for returning the deposit. Afterwards, you will get the keys and we will show you around the location.
3. You are having an awesome event (and are keeping in mind the house rules).
4. After the event: You are coming within the agreed time to return the keys. If everything is okay, we will return the deposit to you. Please keep in mind that we can only return the full deposit, if you arrive on time and if you have not broken the contract (Tiding up the location, following the house rules).

Last updated: 03. Juli 2017