

## Description and facilities

**Le Manège** is a multipurpose area that can be rented for cultural events, shows, concerts, exhibitions, conferences, seminars as well as private events, weddings or birthdays parties. "Disco" events are not allowed.

**Le Manège** is situated within "la Maison Rochette", in the middle of the "Parc Brot" in Onex, 5 km from Geneva center. Public transports, direct from downtown, stop nearby.

With three levels open, "Le Manège" offers a total area of 600 m<sup>2</sup> and can contain up to 600 people depending on the configuration.

### + Ground floor (340 m<sup>2</sup>)

**The foyer** : this space has an illuminated bar (7.20 m. Long), and can be furnished with small round tables and small armchairs,

**The modular area** : with its floor composed of 48 collapsible modules (2 m x 1 m), allows the creation of a stage, tiers or podium. Each module can be elevated from 15 cm to 1 m.

Empty, this space can accommodate up to 150 people sitting for meals, or 300 people standing for cocktails. For shows or performances, the ground floor can accommodate 210 sitting or 300 standing people.

### + First level (170 m<sup>2</sup>)

Above the foyer, this gallery is open on the ground floor. 15 people can be seated for a show or it offers 80 to 100 seats for meals. Up to 150 if people are standing.

### + Second level (90 m<sup>2</sup>)

This attractive mezzanine, under the roof, can be used as a VIP lounge, with a bar and sofas. It can accommodate 50 people for a cocktail. It's not suitable for meals.

### + Furniture

- ▶ 29 rectangular tables, 80 x 160 cm
- ▶ 3 round tables, 160 cm diameter
- ▶ 8 small round tables, 70 cm diameter
- ▶ 16 small round tables, 60 cm diameter
- ▶ 6 « manges-debout » (high tables)
- ▶ 210 chairs
- ▶ 19 stools
- ▶ 32 armchairs

Neither kitchen, nor dishes.

Permanent equipment: refrigerator, ice machine, dishwasher.

## General rental informations

### + Hiring dates and times

#### **Cultural events :**

Tuesday to Saturday : from 8 am to midnight  
Sunday : 10 am to midnight

#### **Any other event :**

Tuesday, Wednesday, Thursday, Sunday : 8 am to 1 am  
Friday, Saturday : 8 am to 2 am  
Sunday : 9 am to midnight

As the Manège is situated in a residential area, it is imperative that the renter respect the closing times. The venue manager has the right to take all necessary measures to ensure that the rights of people living in the neighborhood are respected during the event.

### + Beverages, food, service



Beyond the specific provisions mentioned below, clients of Le Manège are not allowed to manage the bar or food service themselves, or provide their own beverages or food. The Manège works exclusively with affiliated caterers ; in this restricted list the client has to choose.

The nonprofit associations and the tenant of a cultural contract may manage the bar. They must of course respect the legislation on the sale of alcohol.

Onex residents, associations and political parties based in Onex are allowed to bring their own meals and beverages, subject to following conditions :

- ▶ only once a year
- ▶ inhabitants can take advantage of this possibility strictly for private and free purpose or event (no fee for entrance or inscription fee, no sale of food or drinks)
- ▶ commercial use of the bar is only possible for nonprofit associations or political parties based in Onex
- ▶ the garbage must be sorted and the Manège must be cleaned after the event.

### + Publicité et communication

The logo  or  are required on any communications equipments and leaflets for public events. Original logs can be obtained at the SBEL.

### + Reservation

- ▶ any request must be addressed at the SBEL (service bâtiments et locations, see contact below)
- ▶ any optional date must be confirmed within 30 days

## Cancellation

Once the contract signed, a written cancellation must be addressed to the SBEL. If the cancellation occurs :

- ▶ more than 45 working days before the date of the event, CHF 120 .- is due to cover administrative fee,
- ▶ between 45 to 30 working days before the date of the event, 50% of the rent is due,
- ▶ between 29 to 15 working days before the date of the event, 75% of the rent is due.

Beyond these deadlines, the full amount is charged.

## Hiring rates

### Daily rates

Catégories		Fees Tuesday to Thursday	Fees Friday to Sunday	Included charges
A	▶ Onex residents, associations and political parties based in Onex	Fr. 750.— + venue manager's hours <sup>(1)</sup>	Fr. 950.— + venue manager's hours <sup>(1)</sup>	<ul style="list-style-type: none"> <li>• the 3 levels</li> <li>• furniture described above</li> <li>• equipment described above</li> <li>• cleaning (6 hours)<sup>(2)</sup></li> <li>• electricity and heating</li> </ul>
B	▶ events of nonprofit associations ▶ cultural event	Fr. 500.— + venue manager's hours <sup>(1)</sup>		
C	▶ any other event	Fr. 1500.— + venue manager's hours <sup>(1)</sup>	Fr. 1900.— + venue manager's hours <sup>(1)</sup>	
D	▶ daily package	Fr. 4'200.—	Fr. 5'200.—	<ul style="list-style-type: none"> <li>• the 3 levels</li> <li>• flat fee covering a total of 30 staff hours (operations, venue event manager, technical manager)</li> <li>• furniture described above</li> <li>• equipment described above</li> <li>• all venue's professional technical equipment<sup>(3)</sup></li> <li>• cleaning (8 hours)</li> <li>• electricity and heating</li> </ul>

(1) compulsory presence during the preparation and the event

(2) cat. A : the renter has to clean the venue after the event

(3) can only be set up and operated by our technical staff

## + Extra day for preparation or dismantling

Tuesday-Thursday Friday -Sunday

▶ Onex residents, associations and political parties based in Onex (cat. A)	Fr. 400.-	Fr. 500.-
▶ Events of nonprofit association or cultural events (cat. B)	Fr. 350.-	Fr. 350.-
▶ Any other event (cat. C) daily package (cat. D)	Fr. 800.-	Fr. 1'000.-
▶ Any extra hour	Fr. 200.-	Fr. 250.-

## + Staff rates (per hours)

▶ Venue event manager	Fr. 50.-	Fr. 55.-*
▶ Technical staff (installation, lightning, sound, etc.)	Fr. 60.-	Fr. 65.-*
▶ Operation and service	Fr. 38.-	Fr. 40.-*

\* daily rates for cultural events

## + Cleaning

▶ Extra hour (beyond 6 hour flat fee)	Fr. 55.-
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## + Equipment

▶ Package sound/lightning (see technical sheet)	Fr. 1'000.-
▶ LCD video projector with screen	Fr. 200.-
▶ Screen only	Fr. 100.-
▶ Dance floor	Fr. 200.-
▶ Concept design and implementation of specific technical requirements	on request
▶ Package sound/lighting for cultural event	- for 1 day Fr. 1'000.-
	For 2 days Fr. 1'500.-
	From the 3rd day Fr. 350.--/day

## + Additional request

Any additional request involving specific technical equipment or human resources must be asked **4 weeks before the hiring date**. Beyond this deadline the Manège cannot guarantee its feasibility. The installation of any extra equipment is subject to a separate budget.

### + Visits & coordination

A venue visit can be arranged by appointment with the venue event manager (phone below) on Tuesdays and Thursdays.

#### *Postal adress :*

Ville d'Onex  
Le Manège (SBEL)  
27, chemin Charles Borgeaud  
1213 ONEX - GENEVE

#### *Administration et contact :*

Service bâtiment et locations  
5, chemin Gustave-Rochette  
1213 ONEX - GENEVE

tél. : + 41 (0) 22 879 59 49  
fax : + 41 (0) 22 879 59 65  
e-mail : [lemanege@onex.ch](mailto:lemanege@onex.ch)

*Venue manager : Cédric Maye*

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*Assistant : Thibault Eigenmann*

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