

Visitor Notification



VersuchsStollen Hagerbach

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blue = customer information

yellow = filled in by VSH

name of event: _____

date of visit: from: _____ until: _____ **arrival by:** car publ. transport coach/shuttle

number of visitors, incl. escort: _____ language: _____

responsible person: _____

visitor address: _____ invoice address: _____

email: _____

tel: _____ c/o: _____

mobile phone: _____ your invoice remark: _____

if the information is strictly confidential, please tick here:

required services:

requests / remarks

seminar room preferred room: _____ seating type: _____

mineral water in seminar room laptop flip chart x _____ pin board x _____ pen / notepads moderator case

use of gallery area _____

tours / events tour plus (2h) tour standard (1.5h) short tour (1h)

blasting demo (15min) combi offer „A special Day“ _____

shooting fun fire-extinguishing course _____

caterin / beverages lunch dinner aperitif

snacks during breakes _____ _____

others _____

remarks / miscellaneous / arrangements:

project manager VSH: _____

project number, commission number: _____

helmet vest shoos glasses others: _____

safety information (15 min)

yes no, because in _____ no, because not _____ no, because: _____
the company of the guide (Bärenführer) in the restricted area

briefing by: _____

time: _____ language: _____

enter address in IEx

distributor: (filled in by event administration)

restaurant, accounting, event office

procedure/program/details/prices

by enclosed offer / confirmation

by the list below

time:

price CHF
(incl. VAT)

payment method: date:

cash

invoice

signature customer:
