



MaRah
Seminarhaus GmbH
Moororterstraße 24 32369 Rahden
Telephone 05776 – 948201
info@marah.de www.marah.de

Dear participant,

We are so pleased that you will be joining us at MaRah as a guest! The information provided here should help your visit go smoothly.

No English version of our website is available. Please use Google Translator or a similar program to view the site in English.

After signing up for a seminar with the organizer, you need to register with us for your housing and meals **at least 10 days** before the event begins. To do so, go to www.marah.de/zimmerreservierung. There you will find the current prices and can request a specific type of room. You should submit the registration form even if you do not plan to stay with us overnight. In this case, a flat daily fee will be due.

We recommend that you reserve your room early because the number of single and double rooms is limited. At www.marah.de/unterkunft you can see the various room categories. Once we receive your registration we will send you a confirmation or, if your requested room type is no longer available, a suggested alternative.

If you need to cancel your booking, please do so right away as we may be able to accommodate another guest in your spot. Cancellations should be sent via e-mail. If you **cancel a week or less before the arrival day** for your seminar, a cancellation fee of 50% of the price of a multiple occupancy room will be charged for the booked period in question if no alternative booking can be arranged.

Rooms are normally available starting two hours before the event is scheduled to begin, and the check-in desk opens at that time. You will be asked to pay for your lodging and meals upon check-in. Cash and EC cards are accepted as payment. Credit cards payments are also possible in exceptional circumstances. If another event will take place after yours, rooms must be cleared by 10 am on your departure day.

MaRah must be informed of any late arrivals or early departures at least a week before the event begins. If such special arrangements are not clarified in advance, the costs listed in the booking confirmation will be due. We do not reimburse costs for skipped meals.

If you have special dietary requirements, please list them on the registration form. For organizational reasons, we cannot fulfill requirements that are communicated later. Based on the extent of the request, we will charge a small fee of €2-5 per day to cover the additional expense involved.

Participants are obligated to cover their own expenses (bed linens, towels, drinks, copies, etc.) with MaRah on or before their day of departure.

Participants can only bring their own food and beverages if doing so has been cleared with MaRah in advance. No smoking is allowed in the MaRah building or on the grounds, except in the designated smoking area. No pets are allowed.

Free WiFi is available in the common area from 8 am to 11 pm.

For tips on traveling to MaRah, check: www.marah.de/anreise

If you have any questions, please contact us at: info@marah.de

or call +49 5776 918201 during our office hours (Mon, Tues, Thurs, and Fri from 9 am to noon).

All of us at MaRah will do our best to make your stay as pleasant as possible so that you will feel comfortable and supported in your work.

We look forward to seeing you soon!

The MaRah team

MaRah Seminarhaus GmbH; Geschäftsführerin Lotte-Lore Cording;
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