



CHÂTEAU DE BOSSEY
ECUMENICAL INSTITUTE
INSTITUT ŒCUMÉNIQUE
ÖKUMENISCHES INSTITUT

WELCOME TO BOSSEY GENERAL INFORMATION & CONDITIONS 2009

The Ecumenical Institute at Bossey is the international centre for encounter, dialogue and formation of the World Council of Churches. Founded in 1946, the Institute brings together people from diverse churches, cultures and backgrounds for ecumenical learning, academic study and personal exchange. The Institute and its diplomas are recognized by the University of Geneva.

The Château de Bossey provides an excellent location for your seminar, event or private stay. Set in an outstanding natural environment overlooking Lake Geneva and the French Alps, the 18th-century château combines traditional hospitality and a peaceful atmosphere with modern meeting facilities and comfortable accommodation.

The château can host meetings, seminars and private events of almost any nature. There are nine fully-equipped meeting rooms of various sizes which can sit between 30 and 120 persons. Accommodation for individuals and groups can be arranged in any of the 66 rooms of different categories. The restaurant is open every day of the week, and our experienced hospitality staff can arrange receptions and other events according to your needs.

Please consult our website or contact the reception if you require further information, or if you have special needs.

Visit Bossey

It is easy to reach the Ecumenical Institute at Bossey by car or train from Geneva international airport, from central Geneva, and from other parts of Europe. On request, we can make arrangements for transportation of individuals and groups.

Come to Bossey by car:

The Ecumenical Institute is located in Bogis-Bossey nearby the villages of Chavannes-de-Bogis and Céligny, just off the main A1 motorway from Geneva to Lausanne, and 20km from Geneva international airport.

The nearest motorway exit is marked Coppet-Divonne. As you leave the motorway, take the direction of the village of Chavannes-de-Bogis. As you drive through the village, you will see a signpost indicating a right turn towards the "Institut œcuménique" (the French for Ecumenical Institute). Follow the signs for about 2km to the Château de Bossey.

If you take the lake road from Geneva, drive through Versoix and Coppet, then take the left turn from the lake road for Céligny. Drive through the village and follow the sign for "Institut œcuménique" to the left. Then turn left again for the Château de Bossey.

Come to Bossey by public transport:

The Swiss public transport system is very efficient. From the central train station in Geneva or Lausanne, you can take a regional train to the stations in Nyon or Coppet. From there, using the same ticket, you can take the local bus to the stop "Céligny, village". It is about 15 minutes walk to the Institute, just follow the signs for the "Institut œcuménique".

Ecumenical Institute Château de Bossey

Director:
Rev. Dr Ioan Sauca
Hospitality supervisor:
Mr Alain Meuwly

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Visiting address:

Ecumenical Institute
Château de Bossey
Chemin Chenevière 2
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Switzerland

Bank accounts:

Banque Cantonale Vaudoise
Case postale 300
CH-1001 Lausanne
Switzerland
Account holder:
Ecumenical Institute of Bossey
Account number (IBAN):
CH81 0076 7000 U067 5255 7
Swift code: BCVLCH2LXXX

Swiss postal account:

Account holder:
Ecumenical Institute of Bossey
Account number: CCP 12-17719-8
(in Switzerland only)

All payments in Swiss Francs (SFr)
We accept most major credit cards

Check in / Check out:

Check in from 12.00pm to 7.00pm
Check out before 10.30am

Our hospitality staff are available to assist with your reservation and stay.

We look forward to welcoming you at the Château de Bossey!

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Terms&Conditions

The Ecumenical Institute, situated at the Château de Bossey, is the international centre for encounter, dialogue and formation of the World Council of Churches. The Château de Bossey welcomes groups and individual clients for meetings, events and receptions. We ask all guests to note the following information to ensure their stay is an enjoyable experience.

Capacity & infrastructure	Full details of our meeting rooms, technical equipment, accommodation, catering options and prices are available on our website (www.bossey.ch) and on request from our hospitality staff.
Reservations	On request, our hospitality staff will send a written offer and price for the client's meeting, event or stay. To confirm the reservation, the client is asked to sign and return this offer. A deposit of 30% of the total cost is required, and should be transferred to our bank account. The Château de Bossey reserves the right to accept or refuse a client or group.
Billing & payment	All our prices are in Swiss francs including VAT. Rates are calculated according to the length of stay, the number of participants, the hours and the staff services according to the reservation agreement. The client will be charged if any of these elements has to be modified during the event.
Participants	Clients should confirm the exact number of participants at least two weeks in advance of their meeting or event. Hospitality staff should be notified of any changes in order to make the necessary arrangements.
Catering	Full details of our catering and special events options are available on our website (www.bossey.ch) or on request from our hospitality staff. In case of a reception or banquet, clients are requested to specify the layout of the tables and any special needs at least one week prior to the event.
Car park	Parking is free at the Château de Bossey, which has a capacity for around 60 cars. A maximum of two coaches can park in front of the château.
Exclusivity	The Château de Bossey may host multiple groups and meetings at the same time. Exclusive use of the premises is subject to special agreement.
Cancellations	In case of cancellation, the client is requested to inform the hospitality staff. Deposits (30% of total) are non-refundable if the cancellation is less than 30 days before the event, and clients will be invoiced the full amount for cancellations at less than 5 days' notice or in the event of a "no-show".
Special needs	The Château de Bossey makes every effort to meet the special needs of groups or individuals. Our restaurant can meet specific dietary needs. Some rooms are specially designed for disabled people.
Internet	The Château de Bossey endeavours to make free wireless internet access available to clients, but signal strength may vary according to the precise location, and is not guaranteed in all rooms.
Decoration & care	We ask clients to respect the heritage of the château and not to fix anything that may damage the walls of the meeting rooms. Any decoration or special installation in the meeting rooms should be agreed beforehand with our hospitality staff. Under no circumstances may anything be fixed to the walls of the bedrooms.
Security	The Château de Bossey does not accept any liability for loss or theft of personal belongings in its rooms, buildings or grounds. The client is responsible for any security or police authorization needed for an event.
Children	We welcome children at Bossey, but for their safety, we do not allow young children to be left without surveillance in the château buildings or grounds.
Animals	We regret that no animals are allowed in the Château de Bossey for reasons of hygiene and safety.
Noise	Please note that, to respect the tranquillity of our guests and other groups, we do not authorize music and dancing after 10.00pm. All events must finish no later than 12.00pm.
Damage	Damage, additional cleaning, surveillance or excessive demands on staff will be charged to the client.
Smoking	The Château de Bossey is a no-smoking environment.
Tribunal	In case of any conflict the competent tribunal is Nyon.