



## 1. LOKACIJA

### Arrival by car from the west side.

If you are coming from another city, the easiest way is to enter Zagreb from the west via the bypass to the Zagreb West entrance. Then continue straight on Ljubljanska Avenue, which continues along Zagrebačka Avenue, and after passing the underpass under Savska cesta, change lanes into the right lane. Immediately after the intersection with the traffic light, you will surely notice the grey colored complex of Addiko Bank, which is located within the center. After passing the traffic light, turn right immediately after the complex and look for a garage or outdoor parking.

### Arrival by car from the east side

If you are coming from the east, enter Zagreb via Slavenska Avenue. Drive straight until you see a grey complex with the branding of Addiko bank, which is located within the center. At that intersection with the traffic lights, take a U-turn and immediately turn right after the complex.

### Arrival by car from the north side

If you are coming from the city center, the easiest way is to drive along the Savska Road to the intersection with Slavenska Avenue. At the intersection, turn left onto Slavenska Avenue and switch to the right lane. On the next intersection, you will see the grey City Plaza complex in front of you. When you pass the complex, turn right.

### Arrival by car from the south

If you are coming from Novi Zagreb or from Velika Gorica, the easiest way is to take Vjenceslav Holjevac Avenue towards north. When you cross the bridge on the Sava river, switch to the left lane and turn onto Slavenska Avenue. At the first traffic light on the left you will see the grey complex.

Make a U-turn and turn right as soon as you pass the complex. The nearest tram stations (Vjesnik and Prisavlje) for tram lines 4, 5, 14 and 17 are located on Savska cesta. It will take you about a 10 minute walk to reach the Mozaik Event Center. Bus lines 107 (Jankomir - Žitnjak) and 108 (Central Station - Sava Bridge) use stops on Slavenska Avenue in front of the complex. Next nearest bus stop is in front of the National and University Library from where it takes 10-minute walk to arrive to Mozaik Event Center.

To get to the National and University Library use taxi or bus transport. If you use interstate or intercity bus (which usually stops at the Central bus station), ask the driver to make a stop in front of the National and University Library. If you are arriving in Zagreb by train, select any bus line from the Train Central Station that stops at the National and University Library bus stop.

If you need help, feel free to contact us.

## 2. PARKING

The garage is located at the southern entrance of the complex, intended for all users, visitors and clients. For all information and any additional questions about daily, weekly, night-time garage tickets for your events please contact Mozaik Event Center at [info@mozaik-grupa.hr](mailto:info@mozaik-grupa.hr).

### 30 minutes

#### Monday -Saturday

7:00 AM – 9:00 PM = 4,00 kn

9:00 PM – 7:00 AM = 3,00 kn

### 60 minutes

#### Monday -Saturday

7:00 AM – 9:00 PM = 6,00 kn

9:00 PM – 7:00 AM = 4,00 kn

Sundays = 4,00 kn

City Plaza garage telephone +385 1 2657 605

Public city parking is nearby, 2 kn per hour weekdays from 7:00 AM to 8:00 PM and Saturdays from 7:00 AM to 03:00 PM. Free parking on Sundays.

## 3. WORKING TIME AND RENTAL PERIOD

The entrance to the hall is scheduled between 9:00 AM and 5:00 PM on working days. The entrance is allowed outside of the working hours if so agreed with Mozaik Event Center.

Predefinirani vremenski okviri najma prostora

Rental period	From	To
<b>DAILY EVENTS</b>	<b>6:00 AM</b>	<b>11:00 PM</b>
Installation	8:00 AM	*6:00 AM
Installation 1/2	6:00 PM	*6:00 AM
Dismantle	11:00 PM	*6:00 PM
Dismantle 1/2	11:00 PM	*10:00 AM

Rental period	From	To
<b>EVENING EVENTS</b>	<b>11:00 AM</b>	<b>*4:00 PM</b>
Installation	8:00 AM	*11:00 AM
Installation 1/2	6:00 PM	*11:00 AM
Dismantle	4:00 PM	6:00 PM
Dismantle 1/2	4:00 PM	10:00 AM

\*Refers to the time of the next day

Hall rental hours outside the predefined hours are charged at a price of HRK 2,000.00 / hour.



## 4. ENTERING AND LEAVING RENTED AREA

Upon entering the rented hall and signing the handover document Client assumes responsibility to return the hall and complete used area to its original condition.

Damage occurred during the preparation or duration of the event will be subsequently charged.

The Hall and rented area is to be cleared from all belongings latest till the last hour of a last rental day unless otherwise agreed with Mozaik Event Center.

## 5. LOADING RAMP

Mozaik Event Center has loading ramp on the east side of City Plaza complex, on the access road Trnjanska struga V. To access the loading ramp, you need to announce it to Mozaik Event Center's employee at least 24 hours prior the event.

The use of a loading ramp is possible only under the following conditions.

- The responsible person (if there are several subcontractors who will use the loading ramp) in agreement with the employee of the Mozaik Event Center must read the instructions and sign the corresponding certificate of use
- The same person accepts responsibility for operating the loading ramp
- Operating the loading ramp is strictly forbidden for all unauthorized persons

## 6. ADDITIONAL SERVICE

Mozaik Event Center also offers other services such as rental of audiovisual equipment, provision of food and beverage services and other services, staff or equipment needed for the event, as well as the opportunity to hire your own selected suppliers.

## 7. ACTIVITY PLAN

In order to ensure the simplest possible preparation of the event, please send us a comprehensive plan of activities 3 days in advance.

## 8. SURVEILLANCE SYSTEM

Mozaik Event Center provides the possibility of safe access to the rented space and surveillance cameras within the space. Mozaik Event Center is not responsible for the disappearance of items due to negligence of the Client.

## 9. EXHIBITION STANDS AND BRANDING

If you want to brand the space as part of your event, you need to notify the Mozaik Event Center. Exhibition vehicle is allowed to be installed in the Voda hall at no extra charge and in the external atrium, at an additional cost.

To position the vehicle, it is necessary to request the consent of the Mozaik Event Center. Vehicle entry into the Voda hall is allowed on the first day of the hall rental (installation or event), only at the time agreed with the employee of the Mozaik Event Center, and at least 24 hours before the event.

## 10. ADDITIONAL FACILITIES

City Plaza offers a numerous amenity such as cafes, restaurants, food markets, pastry shop, pharmacy shop, ATM, hair-dresser salon, bank, dry cleaning, fitness and wellness center.

## 11. CONTACT

**For all additional questions please contact Mozaik Event Center at [info@mozaik-grupa.hr](mailto:info@mozaik-grupa.hr) or +385 91 7348 328 / +385 91 3456 627 .**