

PRESENTED BY

DIRECTOR OF CAGI, AMBASSADOR YANNICK ROULIN

PRACTICAL GUIDE FOR NEWCOMERS

A practical guide to facilitate your settlment and integration before your arrival in Geneva and during your stay.

- Practical information (video/brochure)
- 2. Housing in Geneva
- 3. Welcome Programme





NEXT EVENTS & CONFERENCES

Saturday, 30 August	Excursion: Graf family's farm
Tuesday, 16 September	CAGI Welcome Coffee
Thursday, 9 October	Lunchtime conference: Healthcare networks in Geneva
Thursday, 16 October	Conversation Exchange Programme (BEL) get together



PRESENTED BY

MR. GREGORY BOZZETTI, HEAD OF THE WELCOME SERVICE

MRS. CORINNE HUDSON, MEMBER OF NEWCOMER NETWORK COMMITTE

MR. ANDRÉ SALEM, DEPUTY OF CULTURAL PROMOTION SERVICE (UN GENEVA/CERN KIOSKS) AND DELEGATES INFORMATION DESK

1.HOUSING

Mr. Gregory Bozzetti, Head of the Welcome Service







HOUSING

Support finding accommodation through an online housing platform

Settling-in & departure support

Proofreading of rental contracts and tenancy law advice

Support Permanent Missions and NGOs in their search for office spaces





HOW TO LOOK FOR HOUSING?





Bourse du logement du CAGI

FONDATION
TERRA
&CASA

Housing for internationals



comparis.ch



APPLICATION FILE

- Application form
- ID and residence/work permit or legitimation card
- Last 3 payslips or attestation of income
- Proof of no debt enforcement
 (attestation de non-poursuite)

Item's type	☐ House ☐ Parking lot	Reference
Address		
Postcode / City		Floor
Number of rooms		Apartment Nr.
Monthly rent CHF		Charges CHF
Deposit		
Number of occupants	Adults	Children
Visit date		Entry date
	TENANT	CO-TENANT /
Last name		
First name		





SAFETY DEPOSITS

- 3 months rent
- Never in cash and no transfer
- Bank deposit (under the tenant's name)
- Caution & insurance companies
 - → legitimation cards often rejected
 - → small amounts
 - → average 5 % per year
- AXA vernier accepts application through CAGI (4 %/year)







ENTRY INSPECTIONS

Entry inspection

- Come in advance
- Pay attention to details, take your time
- Ask for the previous tenant's exit inspection
- Send a registered letter to the "régie" mentioning defects you may have noticed after the inventory







PRE-EXIT INSPECTIONS

Pre-exit inspection

- Usually planned 1 month before the exit inspection
- To fix or have somebody fix obvious damages
- Enough time to contact the liability insurance if necessary







EXIT INSPECTIONS

Exit inspection

- Make sure a clear amount of any damage is clearly stated
- Important to sign the form, annoting points of disagreement
- Give the "régie", your bank, the insurance and caution company your next address details, especially if a dispute is pending

Good to know: the tenant doesn't have to pay for the lifespan. (example: tenant and owner will have to pay 50% each to redo a 4 year old white painting)





LEASE TYPES - TERMINATION CONDITIONS

Special attention:

- Duration (lease renews itself automatically or fixed)
- Cancellation policy (for the term, early or special clauses)





STANDARD WAYS OF CANCELLING A LEASE

"Standard" cancellation

At least 3 months before the term of the lease; no penalty, no need to find a replacement tenant (example: lease starts 1st of September 2025 = at least 3 months before end of August next year; by end of June 2026)

Early termination

By submitting a replacement tenant, <u>one month notice</u>, for the middle or the end of a month, no penalty. (example: application(s) to the lessor by at the latest 30.08.2025; free for the end of September 2025 - new lease = 1st of October 2025)



SPECIAL WAYS OF CANCELLING A LEASE

Diplomatic Clause

Likely to be included in the general conditions (positive side: likely better than having to pay until next term)

Liberatory Clause

Has to be requested beforehand (positive side: "real" 3 months notice)



DIPLOMATIC CLAUSE & LIBERATORY CLAUSE

DIPLOMATIC CLAUSE

(Should be) In Geneva's General Conditions

1 month notice

Need to find a solvent new tenant or...

3 months penalty risk

LIBERATORY CLAUSE

Upon request

3 months notice

No need to find a new tenant

No penalty



Main lessor's obligations (Articles 256 CO)

- Deliver accommodation at agreed date in an appropriate state
- Maintain it in a good condition
- Inform new tenant of previous rent amount



Main tenant's obligations (Articles 257 CO)

- Pay the rent
- Establish a bank guarantee
- Contract a liability insurance
- Notify quickly the lessor in case of defects
- Authorize lessor visiting the accommodation
- Take care of the accommodation & respect the neighborhood



Sublease is legal (Article 262 CO), but...

- Owner has to be informed of the rental terms
- Not to make profit
- Principal tenant has real intention to come back
- Sublessor is solely responsible towards the lessor / régie













Personal legal protection proposed by AXA Vernier

"A lean compromise is better than a fat lawsuit"



FOR ANY QUESTIONS

Tel: 022 / 546 14 00

welcome.cagi@etat.ge.ch

CAGI Housing Section



2. TRANSPORT

Public and private

MRS. VERONICA EGGLY
DEPUTY WELCOME SERVICE





PUBLIC TRANSPORT

All public transport in Canton Geneva: : 1 ticket = 60 minutes - all Geneva (10 zones)





Noctambus









Léman Express

Léman pass

CFF

1st and 2nd class tickets

Half fare travelcard

for adults





TAXI & RENTING A CAR



App: TaxiPhone Genève

Taxi Phone

- Taxi station or on call
- Tel: 022 33 141 33 or 022 320 22 02 (to book in advance)



Mobility



BIKES & WALKS

Loan & Rent, Buy, Sell, Cycle Paths, Maps, Get Togethers, Bikes School







Bike parks



Bike rental



Bike market/events



Bike navigation app



Parking lots/bike parks







PRIVATE TRANSPORT



FR



CH

Motorways: yearly tax sticker: CHF 40.-

Speed limit: 120 Km/h



Sticker or E-vignette



Stick'AIR: differenciated traffic scheme





TCS: exclusive advantage!



As a CAGI member, the TCS offers you a 20% discount for the first year on new memberships in:



TCS Sociétariat: to benefit from 24-hour breakdown assistance (bike, scooter, motorcycle, car), information and advice on mobility, as well as numerous discounts with TCS partners



TCS Protection juridique circulation: to protect you as a driver, pedestrian or public transport user



TCS Livret ETI: for full travel protection for all your vacations





HIGHLIGHTS

- Speed limits: 30/50/80/120
- Legal blood alcohol limit: 50mg/100 ml
- Headlights all day long
- Pedestrians always have priority at pedestrian crossings
- Winter tires (insurance requirement)
- High Visibility vest
- Warning Triangle mandatory
- Child car seat until 12 years old and less than 150 cm







PARKING



Blue Zone (Blue Disk - 1 hour free)

White Zone (parking meters or, only in villages, disk)

Yellow Zone (deliveries / bus / taxis assigned parking spaces)

Sticker/ Macaron Fondation des Parkings



App Paybyphone - Parking



App Waze - GPS / Google Maps







EMERGENCY NUMBERS



163 Traffic and road conditions

117 Police emergency

144 Ambulance

112 Echo live saver tracker

3. HEALTH

MRS. CORINNE HUDSON
MEMBER OF NEWCOMER NETWORK COMMITTEE





HEALTH



Emergency: 144





pharma24

Pharma24 HUG 24h/24 7j/7





EMERGENCY



Emergency:144



App Info Med

Decision-support app for self-assesment of symptoms to determine whether an emergency visit is required. Live waiting time for emergency centers in GE



Permanence in Geneva

For light emergency in your neighbourhood. No appointment necessary

Local.ch









Find a doctor



Association of doctors of the Canton of Geneva



Book a medical appointment in Switzerland







4. PRESCHOOLS SCHOOLS

MRS. CORINNE HUDSON
MEMBER OF NEWCOMER NETWORK COMMITTEE





PRESCHOOLS - SCHOOLS

cagi.ch

Nanny/ Baby-sitting

Croix Rouge Genève: Chaperon Rouge Care of children at home (on subscription)

Fondation 022Familles Genève
Care of children at home (on subscription)

Crèche subscription

BIPE

infobipe@geneve.ch

Phone: 022 418 81 81

Crèches de dépannage/ Emergency crèche Crèche de dépannage Halte-jeux

Private Household Employees CAGI Platform

Public Schools

To enroll your child at a local state school in Geneva:

Primary education (compulsory education from 4 years old) and Orientation cycle admissions.DGEO@etat.ge.ch

Phone: 022 327 04 00

Upper secondary school dges2@etat.ge.ch

Phone: 022 546 59 00

Private Schools AGEP



5. BANKS PAYMENTS

MRS. CORINNE HUDSON
MEMBER OF NEWCOMER NETWORK COMMITTEE





BANKS AND SERVICES



Banque Cantonale de Genève

RAIFFEISEN

Raiffeisen







PostFinance





WITHDRAWALS & CURRENCY EXCHANGE



Debit and credit cards (no checks)



Change Migros

Currency exchange in CHF, EUR and more



PAYMENTS

QR-bill



- Online e-banking
- At the post office



- Twint: cashless online payments
- Revolut card

6. SHOPPING

MRS. VERONICA EGGLY
DEPUTY WELCOME SERVICE





SHOPPING

Opening Hours

From 8.30 am to 7 pm from Monday to Friday

Saturday closing at 6 pm

Late evenings: Thursday at 9 pm

Sunday: train station, airport and petrol stations + Farmers' Markets (Marché de

Plainpalais and marché du Léman)

Local produce / Farmers' Markets

Marchés Ville de Genève

Genève Terroir

Customs

If shopping in France, please be aware of restrictions on importation of goods (meat 1kg per person, wine 5l, milk/butter 1kg, etc. check the list here)

E-Shopping

Coop Smood Migros Eat

Manor









SHOP FOR INTERNATIONALS



Aelia Duty Free for diplomats

Dutyfree at Geneva Airport located in 3 areas

<u>Dutyfree in the city centre</u> Avenue France 27, 1202 Geneva



balexert

The largest shopping centre in Western Switzerland

Balexert combines shopping, fooding leisure and health under one roof:

- more than 130 stores,
- 19 restaurants,
- 13 movie theatres,
- 16 bowling lanes,
- 1 fitness centre.
- a medical centre,
- a dental centre.

Easily accessible by car and by public transport (tpg):



















Leisure and food

Cinema, bowling, restaurants, travel... There is something for everyone. Bowling, cinéma, restaurants, voyage... Il y en a pour tous les goûts.

9138 Coffee House • Activ Fitness • Aeschbach • Akiko • Bagelstein • Balexert Hot-dog • CFF • Elna • Fnac • Halte-Jeux Balex'Air Havana & News • Hotelplan • Ilaollao • Intersport • k kiosk • La Turquoise • Le Sandwich Gourmand • Loterie Romande Martel • McDonald's • Migros Restaurant • Molino • Muller's Factory • Nature & Découvertes • Nordsee • Pathé • SportXX Stand Info et Location Spectacles . Starbucks . The Bowling Balexert . Tiffin, Tropical Juice . Tui . Wasabi



Health and wellness

Beauty services, medical center, opticians and more. Services de beauté, centre médical, opticiens et plus encore

Acuitis * Akyado * Alain Afflelou * Audika * Centre Médico-Dentaire Balexert * Jean Louis David * Kiko Milano La Boutique du Coiffeur • Louis Philipp Coiffure • Lush • Marionnaud • Médicentre • Migros • Nature & Découvertes PeggySage • Pharmacie Principale • Rituals • Saint's Barbershop • Sephora • The Body Shop • Visilab • Yves Rocher



Kids

Our team of professionals take care of your children at the Halte-Jeux Balex'Air. Notre équipe de professionnels encadrent vos enfants à la Halte-Jeux Balex'Air.

Aeschach • Bata • Bayard • C&A • Calida • Calzedonia • Claire's • Clockhouse • Dosenbach • Franz Carl Weber • H&M Halte-Jeux Balex Air * Jean Louis David * Jott * Louis Philipp Coiffure * Lush * McDonald's * Migros * Migros Restaurant Nature & Découvertes * Ochsner Shoes * Okaïdi Obaïdi * Orchestra * Pathé * Snipes * SportXX * The Bowling Balexert * Zara



Services

Currency exchange, postal services, train tickets, ticketing service, telephone services, dry cleaning, autocenter...

Change, services postaux, billets de train, service de billetterie, services de téléphonie, pressing, services auto...

5àsec • Acuitis, Akyado • Alain Afflelou • Audika • Banque Migros • Caddie Service • Centre Médico-Dentaire Balexert • CFF • Change Migros • CleanCars • Credit Suisse • Elna • Euromaster • Hirsch • IKlinik • Jean Louis David • La Poste • Louis Phillipp Cofffure Marionnaud • Médicentre • migrolino Shell • Mister Minit • mobilezone • mprint-shop • Pharmacie Principale • Phone Solutions PickMup • ProntoPhot • Salt. • Stand Info et Location Spectacles • Sunrise • Swisscom • Taxiphone • Visilab • Yves Rocher



Shopping and tax-free export

A large selection of fashion, accessories, furniture and decoration stores. Take advantage of an export tax exemption from certain retailers. Une large sélection de boutiques mode, accessoires, ameublement, décoration. Profitez d'une détaxe à l'exportation chez certains commercants.

Aeschbach • Alberto Bini • Anouk • Bata • Bāton Rouge • Bayard • Beldona • Buzzano • C&A • Café Coton • Calida • Calzedonia Carat • Caroll • Clockhouse • Diesel • Dosenbach • Etam Lingerie • Fnac • Franz Carl Weber • Fust • H&M • Havana & News Interdiscount • Intersport • Intimissimi • Jott • Kookai • Kurz • Läckerli Huus • Lacoste • Läderach • Levi's • m electronics • Maison 123 Maisons du Monde • Martel • Migros • Migros Do it + Garden • Migros Florissimo • mobilezone • Morgan • mprint-shop Nature & Découvertes * Nespresso * Nicolas * Ochsner Shoes * PKZ Men * poltronessofà * Pull&Bear * Rituals * Salt. * San Marina Sholeh • Snipes • SportXX • Sudamerica • Sunrise • Swarovski • Swisscom • Tally Weijl • Thomas Sabo • Undiz • Zara

7. TELECOM

MRS. CORINNE HUDSON
MEMBER OF NEWCOMER NETWORK COMMITTEE





TELECOM



Mobile Telephones

Roaming charges outside Switzerland



TV, Internet and Radio

• <u>Serafe</u>: Concession charges Annual tax CHF 335.-



Landline telephones and internet provider:

 Check for deals: TV, internet, fixed network and mobile phones



Exceptions for :

- Permanent missions and their staff
- International organizations and their staff

Practical Manual of the regime of privileges and immunities and other facilities to find out whether you are eligible for a dispense.





8. LANGUAGE COURSES

MRS. VERONICA EGGLY
DEPUTY WELCOME SERVICE





LANGUAGE EXCHANGE



Conversation Exchange Programme (BEL) organised by CAGI
Get together on Thursday 16 October





SOME LANGUAGE SCHOOLS



Ecole Club Migros



!fage



UNIGE ELCF



UNOG Language Programme



UOG



9. GENEVA DO'S AND DON'TS

MRS. CORINNE HUDSON

MEMBER OF NEWCOMER NETWORK COMMITTEE





GENEVA: DO'S AND DON'TS

Noise



- Noise pollution = invasion of privacy
- 9 pm to 7 am, Sundays, Bank Holidays
- In doubt Info-Service 022 546 76 00 Bruits voisinage droits et devoirs



Laundry

 Common laundry rooms in Apartments : schedules

Punctuality



Arriving on time for a meeting is essential

Garbage - Waste recycling



- In Geneva recycling areas or supermarkets)
- Free collect of voluminous waste by the town: except electrical
- In Vaud (VD) taxed white/green bags (10X35L): CHF 19.50.-





GENEVA: DO'S AND DON'TS



Smoking

 Not allowed in public places, cafés, restaurants



Tips

• Service is generally included at restaurants and bars

Newspapers in the street:



- For free (GHI, 20 Minutes)
- Paid newspapers (TDG Tribune de Genève; Le Temps; Le Matin)



Dogs

- Taxes, vaccinations
- Allowed on Public Transport according to the size (<30 cm = free)

10. LEISURE

MR. ANDRÉ SALEM
DEPUTY OF CULTURAL PROMOTION SERVICE (UN
GENEVA/CERN KIOSKS) AND DELEGATES INFORMATION DESK





CULTURAL KIOSKS

- ➤ **Discounted tickets**: get the best deals on a wide range of cultural activities, from concerts to exhibitions and theater performances.
- Personalized recommendations: explore Geneva and its surroundings with expert insights on practical tips, cultural highlights, must-visit local spots, and more!







UN GENEVA

+41 22 917 11 11

f= info@kiosqueonu.ch

CERN
① +41 22 766 94 76

info@kiosquecern.ch





CATALOGUE





PURCHASE TICKETS

DIRECTLY

- UN or CERN badge or pass required
- Payment by card only



















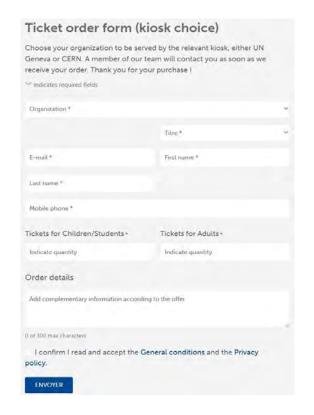






Payment link by email

REMOTELY



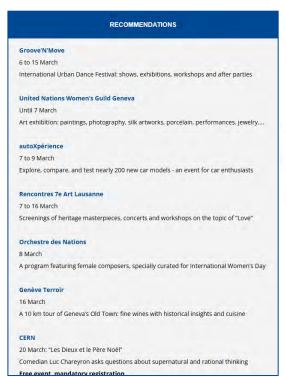


NEWSLETTER

- > Key information for newcomers and upcoming CAGI events and conferences
- Special offers in the spotlight
- Cultural recommendations (week-end ideas for families, festivals, free activities, clubbing...)





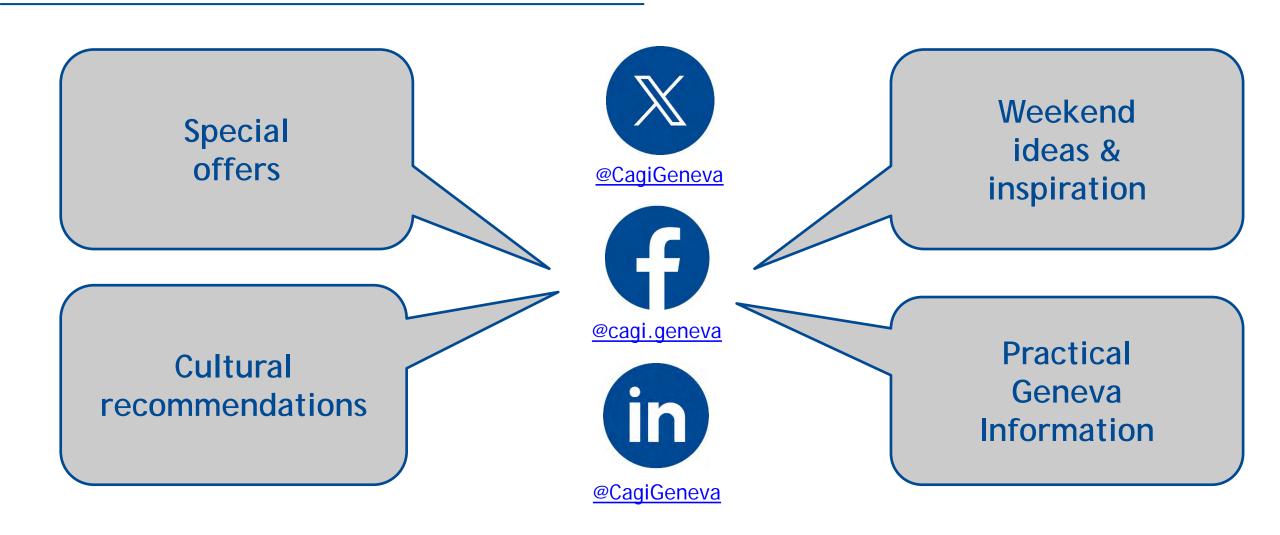








SOCIAL NETWORKS





022 / 546 14 00

welcome.cagi@etat.ge.ch









