

ARTIST INFORMATION CINDERELLA

Boarding, loading and soundcheck.

- We hope you arrive at the ship well in advance, **but no later than 15:00 Finnish time.**
- You will get a visitor card from the terminal gate control on the second floor.
- **The easiest way to transport equipment to the ship is through the terminal.** If this is not possible, you can exceptionally bring the equipment through the car deck. In that case, you must inform us 3 days before your arrival to Cinderella. We then need information about who will be driving the car and the car's registration number.
- When you have the visitor card, you can drive your band-vehicle through gate B (Helsinki) onto the car deck. The car deck is closed in Helsinki and Stockholm between 12:00 – 14:30, It is recommended that the assembly of equipment takes place as soon as possible after arriving on the ship.
- All vehicles are to be left in the reserved parking lots for artists. One parkinglot per orchestra.
- We would like you to inform us as precisely as possible about your arrival time, at least 3 days before arrival: avtekniker.cinderella@vikingline.com
- The assembly of equipment and **soundcheck** must be done immediately upon arrival on the ship, depending on which day your performance is. The AV technician will guide you on where to place additional items that do not go on stage. Items should not be left in passenger areas.
- **At the ship's reception**, you will receive an envelope containing cabin keys, ID card, entertainment schedule and general information about living/working on the ship.
- **Always Keep your Viking Line ID-card (crew card) visible visiting the crew-areas.**

Schedules:

- **Cabins** are cleaned during port time, so they are **available after 14:00.**
- Cinderella departs **from Helsinki at 17:00** (arriving in Stockholm at 11:10) and departs from **Stockholm at 17:00** (arriving in Helsinki at 10:10). **These are all Finnish times.**
- All artists are required to be back on board no **later than 30 minutes before departure.**

Living and shopping on board:

- **The crew always goes by Finnish time.**
- You will have access to the crew areas by using your crew card, there are code locks next to every door.
- **The mess room, crew canteen, is located on deck 5. Only crew and artists have access to the messi.** It's open 24/7 and food is always available.
Breakfast is served between 7:00 – 9:00,
Lunch between 11:00 – 12:30
Dinner between 16:00 – 17:30.
- **Artists and artist guests are not entitled to crew discounts in the ship's restaurants.**
- The dayroom is also on deck 5.
In the dayroom you must remember that next to the dayroom there are crew cabins.

Crew members may be sleeping at any time of the day.

Always remember to clean after yourself. Partying in the crew corridors or bringing passengers to the dayroom is strictly prohibited, as in all the crew areas.

- The crew sauna and gym are located on deck 5.
- **The entertainment schedule** always changes in Helsinki. New schedules may be photographed outside the mess room on deck 5.
- The artists/orchestra are always responsible for their own equipment, so easily stolen equipment (mics, instruments etc.) should be taken off stage after every gig. Doors to the restaurants are often open though the actual restaurant is closed.
- **The allowance, "slabi"**, is the discount which is given to the artist from all Tax-Free products. Your crew card is your "slabi"-card. The card shall be shown before giving the products. Avoid rush hours and remember that customers always come first. **This card is personal and cannot be given to anyone else.**
- The cleaning of the cabins starts at 10:00 on arrival at the harbor, all luggage should be packed and ready by then on the day you leave.
- If your visit takes a longer period, the cabins are cleaned on Bands: Mondays/Tuesdays in Stockholm. Show groups Thursdays or Fridays. **The cleaning is between 14:00 – 15:00.**

Rules:

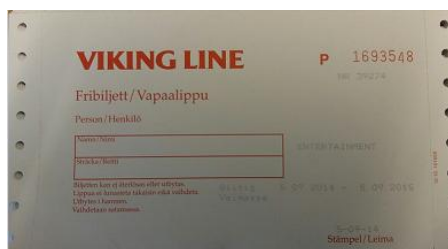
- During your stay you shall obey the common rules of the ship.
- Alcohol Policy for all the artists during scheduled working hours is 0,00 %.
- Please leave the cabin in good order for the next visitor.

Guests on board the ship:

The artist should primarily obtain the free ticket from their own program agency. The program agency should ensure that they have enough tickets in stock.

Tickets can be ordered from Nina Fonselius at the email address nina.fonselius@vikingline.com.

To ensure that the tickets arrive by regular mail, please book 7 days in advance.



Bookings

Travel bookings are made via telephone sales or online:

Tel. 0600-41577 (€2.01/call + local network charge) Cancellation of the trip by phone (09) 123 574.

Calls may be recorded to improve our service quality.

Mon-Fri 8:00 am-8:00 pm and Sat-Sun 9:00 am-6:00 pm, as well as holidays.

www.vikingline.fi Product code **"personal"**

To book a cruise, 2 tickets and two reservations are needed / one-way ticket + return ticket.

Viking Line's entertainment department does not accept reservations for artists' relatives.

Other matters related to artists' guests:

The dinner for the guest is only allowed in the restaurant we have on board. You are not allowed to take your guest to the crew areas, for example messi.

Each artist can bring one guest on a maximum of 1 cruise per month. The number of accompanying relatives depends on the cabin capacity booked for the artist. For example, if a cabin for two people is booked for the artist -> the artist can bring one guest.

Contact information:

To ensure everything works on the technical side, we would like the person in charge of the artist's technical aspects to send their contact information to: avtekniker.cinderella@vikingline.com +358407538534

Any other performance-related questions or other inquiries can be directed to the Cruise Manager: kryssningsvard.cinderella@vikingline.com +358405628379

Cruise Manager: Thommy & Denise number from ships telephones 3602

Program Host: Nicke & Micke number from ships telephones 7030

AV-Technicians: Arto & Niklas number from ships telephones 83062/83055 or +358 40 75 38 534

WELCOME ABOARD!

Best regards,

Tommy Fagerlund / Denise Astikainen

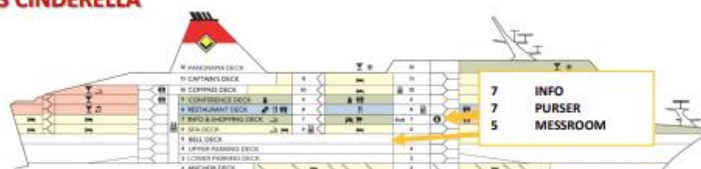
Cruise Managers

M/S Viking Cinderella

Safety Information:

VIKING LINE SMS ANNEX BCI	Common General No	Concise Galler BCI	Approved by Godkänd av ANDNYB	Document # Dokument # ANN.6.5-INFO-UNSIGN-BCI	Date Datum 28-02-2024	1 (2)
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M/S CINDERELLA



 **INFO/First aid 3000**

As an artist, consultant, service supplier you have access to crew areas. This entails YOU a responsibility to read and understand all information below:

SAFETY

General alarm:	• • • • • — (7 short and a long signal).
Meaning:	Go to muster station A (deck 12). Put on warm clothes, done a lifejacket and follow the crew instructions.
Abandon ship alarm:	— — — — — (Repeated long signals).
Meaning:	The Ship is about to be abandoned, go to muster station A (deck 12). Follow the crew instructions.
Evacuation ways:	YOU must know the emergency exit way from your work place and from your cabin. It is EVERYONE'S responsibility to keep the emergency exits free!
Fire doors:	Fire doors must not be blocked! During a fire, these doors will automatically shut and keep the smoke and fire from spreading to other areas. EVERYONE has a duty to keep these fire doors free from any obstacles.
Fire equipment:	Fire extinguisher and fire hydrants must not be blocked in any way. Learn where the closest fire extinguisher is to your workplace and cabin.
Watertight doors (WTD):	To use watertight doors (WTD) on deck 2, YOU need familiarization in safe handling first. The familiarization can be given by a crew member who have participated in safety familiarization of a new employee. It's YOUR responsibility to ask for familiarization before you start using watertight doors. It's allowed to pass through the watertight doors, but they shall always be kept closed at sea. In an emergency the watertight doors MUST remain closed. (Use emergency exit).