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Guidance – Spin-off workshop enquiries

Dear ETH Spin-off's,

The amended [Spin-off guidelines](#) have been in force since 1 December 2019. Based on these, in its meeting on 19 December 2019, the Workshop Platform Steering Committee¹ decided that, as of 1 March 2020, the workshop platform will be the single point of entry for workshop requests at ETH Zurich. This will ensure that workshop matters for ETH spin-offs are handled uniformly.

The invoicing of the finished goods will be based on these [Hourly rates](#). The workshop platform will send you a customer invoice after the service has been provided (Finance and Controlling does not permit internal rebooking for spin-offs).

Please note: Only those ETH spin-offs listed as "allowed" in Shops/Purchasing can make use of a workshop service (see [link](#)).

If you have any questions, please do not hesitate to contact me.

Kind regards

Peter Stäuble
Managing Director Workshop Platform

¹ The workshop platform Steering Committee consists of the VPIN, 12 delegated professors and professors from the departments, the head of the Services department and the managing director of the workshop platform. The Board was convened in this form after the workshop concept was adopted for implementation.