

PANCHAPARBAN

Panchasayar, Kolkata-700 094, Ph. : 9007015848

TERMS AND CONDITIONS FOR HIRING PANCHAPARBAN AT PANCHASAYAR

1. The premises will be used only for the purpose as has been declared in the application.
2. The booking fee per day is as under :

Sl. No	SPACE (Non AC)	Charges including statutory fees, taxes and other charges but excluding refundable security deposits.	
		Member	Non Member
a)	First floor along with roof per day	Rs. 17000/-	Rs. 32000/-
b)	First floor along with roof for two consecutive days.	Rs. 27000/-	Rs. 58000/-
c)	First floor along with roof for three consecutive days.	Rs. 37000/-	Rs. 75000/-
d)	First floor along with roof for daytime use only.	Rs. 12000/-	Rs. 20000/-
e)	For lawn in addition to above.	* Rs. 5000/-	Rs. 5000/-

3. Booking advance is minimum Rs. 10000 (Rupees ten thousand only) for non-members and Rs. 2000/- (Rupees two thousand only) for members. **The balance amount is payable within 15 (fifteen) days from the date of booking, failure of which the booking advance is liable to be forfeited with cancellation of booking.**
4. **Security Deposit** of Rs. 5000/- is payable at the time of booking. Security deposit is refundable after 10 days of completion of the function subject to clearance from the caretaker.
5. Cost towards damage to the property in and around the premises, if any, as reported by the caretaker will be deducted from the security deposit before refund. The value of the damaged article as decided by the Management will be final and binding on the party.
6. Time of use is from *0800 Hours of the day of booking to 0700 Hours of the following day / *from 0800 Hours to 1600 Hours on the day of booking* (Strike out whichever is not applicable).
7. In case of cancellation, no refund is permissible. However, refund of booking fee (90% only) will be made on an application submitted by the user subject to the same premises being booked by some other party for the same day. The payment of refund of booking fee will be made to the applicant on or after the date of event.
8. Room and kitchen shall be cleared within the stipulated hours after the function is over, otherwise, extra charges, as may be fixed by the Management will be levied and payable by the party.
9. The bill of the service provider(s) will be settled by the event user.
10. Dos and Do not's as made by society will be complied with.
11. The following activities during the function are strictly prohibited :
 - a) To use loudspeaker or microphone with sound level of above 62 decibel after 10 p.m. in the premises (both inside and outside).
 - b) To display any kind of firework in or around the premises.
 - c) To take alcoholic drinks in and around the premises.
 - d) All illegal and unauthorised activities, which are against public policy.
 - e) All outside lights are to be switched off after 12 midnight.
 - f) No decoration of light on the adjoining trees in permissible.
12. A.C. charges will be Rs.9,000/- for 5 (five) hours from 6 p.m. to 11 p.m. Additional A.C. charges will be Rs. 100/- per hour per ton or part thereof. A.C. will not be available during power cut.
13. Parking will not be allowed beyond stipulated place.
14. The hirer will have to engage for decoration the services of the empanelled Electrician, Decorator and florist. Other service providers in these fields shall not be allowed.

Read understood and agreed to the above stated.

Signature of the applicant

Name of the applicant :

Date :

Contact No. :

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on behalf of society