

Terms & Conditions For Hiring Ceremonial House

AT PANCHASAYAR, KOLKATA - 700 094

1. Normal rent charges shall be payable for the 1st floor space comprising of dining hall, buffet, ante-room, kitchen on ground floor and space for religious customs on 2nd floor.
2. Above charges are for 23 hours only starting from 08 hours of the day of booking to 07 hours of the following day.
3. Rent charges per day (for 23 hours) is Rs. 25,000/- for non-member party and Rs. 20,000/- for the party who is a member of either Ayakar Griha Nirman Samabaya Samity Ltd. or A. G. West Bengal Employees' Co.-Op. Housing Society Ltd. Member includes spouse, their parents, sons & daughters, grand sons & grand daughters only. Addl. rent for using ground floor and or lawn will be Rs. 5000/- per day.
4. Rent charges for small functions (day time) like Annaprasan, Birthday, Upanayan, Sraddha etc. is Rs. 15,000/- per day for non member and Rs. 10,000/- for members as explained at para 3 above.
5. Security money of Rs. 5000/- shall be deposited at the time of booking if decoration, electricity etc. are done by outside agency and shall be refunded after the function is over, subject to clearance from the caretaker of the building.
6. Booking advance is minimum 50% of rent charges and the balance amount shall be payable atleast 7 (Seven) days before the date of commencement of the function, otherwise booking will be cancelled and booking advance will be forfeited.
7. Additional lighting arrangement, if required may be made against requisite charges to be fixed by the Management and in the manner as decided by the Management.
8. Refund will be made only in case of cancellation before two months of the scheduled date, provided the hall is booked by some other party otherwise 20% of the total rent will be deducted.
9. Room & kitchen should be cleared after the function is over, otherwise extra charges will be levied as may be fixed by the Management.
10. The following activities during the occasion are strictly prohibited :-
 - a. Using of loudspeaker or microphone either inside or outside the premises with sound of above 62 decibel and so also after 10 p. m.
 - b. Displaying of any kind of fire work in or around the premises.
 - c. Taking of alcoholic drinks in and around the premises.
 - d. All illegal and unauthorised activities, which are against public policy.
 - e. All outside lights to be switched off after 12 mid night.

I have read the above terms and conditions and agreed to abide by them.

Signature

Address.....

Phone No.