



CLUB BANQUET HALL BOOKING FORM

1. For the booking of Banquet Hall in Club, please contact at reception of the Club house.
2. Check the availability and confirm the booking at least 5 days in advance from event/function day. Booking will be confirmed by club staff on first come first serve basis after receipt of full booking charges.
3. If the flat is occupied by tenant then flat owner is not eligible to book the banquet hall.
4. Banquet hall can be booked for small social/ family get to gather maximum up to 100 persons including children on the occasions like Birthday party, Mata ki chouki, Sai sandhya, Marriage anniversary, Engagement etc. Banquet hall cannot be used as marriage home for Barat etc.
5. Banquet hall is a facility for residents only hence it is not permitted to book on behalf of friends and relatives.
6. The booking charges are Rs.3500/- for one day from 9:00 am to 11:00 pm. The booking will be confirmed after receipt of full payment.
7. Upon cancellation of booking, OHRWA will deduct 50% of booking amount. No refund will be paid if booking is cancelled two days prior to the event date.
8. Rs. 10000/- via cheque for security & Rs. 500/- cheque for cleaning charges in the favor of **Omaxe Heights (Faridabad) Resident Welfare Association** for security deposit needs to be deposited at the time of booking. Security deposit cheque will be returned if no damage is found in hall/infra.
9. Please note electricity charges will be paid on actual units consumed as per Energy meter installed. Booking Person has to ensure that electricity Meter be noted "**start reading**" before the function and "**end reading**" after the function.
10. Payment mode will be RTGS, NEFT, Paytm, Cheque. **Cash will not be accepted.**
11. Music and DJ are allowed **only** inside the hall under permissible limit as per govt. rules.
12. No music or DJ is allowed in the lawn area in the month of February & March.
13. Music and DJ is not allowed after 10:00 PM. Security has full rights to forcibly stop the Music / DJ if found in use after prescribed time.
14. Penalty up to Rs 5000/- will be levied if music is played beyond prescribed timings or at high volume. Penalty will be recovered through radius account.
15. Event Guests has to ensure that they parked their vehicles at the designated club visitor parking only as instructed by the security guards. Guests found parked their vehicles on the pathway and fire way or beside of the club on road may levy penalty on party host up to Rs 1000/- per each incidence and will be recovered through CAM account.
16. Please cooperate with security staff for vehicle verification, visitor's identification at entry gate etc.
17. Please do not lay the carpet on the grass in the lawn area. Tandoor is allowed outside of the hall.
18. Decoration is not allowed at Club reception area and the entrance of Club.
19. Do not serve liquor. It is strictly prohibited, if anybody found violating will be penalised by **Rs 1,00,000 (One Lac)** and the concern resident will never be allowed for any booking of club/banquet in future.
20. Please remove all the material / food / luggage / bags from the hall/ kitchen before exit from club banquet hall after the function/program is over.
21. OHRWA reserves all the rights over and above.
22. **Vendors such as caterer (small items like crockery, DJ sets etc) are allowed to shift, load/unload their goods between 8 AM to 11:00 PM.**
23. **Tent & Halwai (Big items like Kadhahi, Bhagana, Chair, Tables etc) vendors are allowed to shift, load/unload their material between 8 AM to 10:30 PM.**

Declaration:

I have read all the terms and conditions of booking rules and agree to follow the same. If I found violating any above rules, RWA has full rights to recover all the penalties from my CAM accounts.

Resident Name: - Payment Mode/Date: -

Resident Address: - Payment Mode: - Transaction Details UTR: -

Security Deposit:-..... Amount of Mode:-..... Mob No.....

Club Booking Date: - Function Date: - Remark -

Club Manager Sign.

Security Sign.

Resident Sign.