

Annexure - 15

CLUB HOUSE LAWN BOOKING FORM

Size: 131' x 79' or 10350 sq foot

- Name of Resident making the booking: _____
- Building/Flat No. _____ / _____, Entry Pass No. _____ Tel. No. _____
- Name and address of person for whom the booking is made for: **(Rule 5)** _____

- Relationship with person _____ Purpose for booking _____
- No. of approx. Guests _____ No. of days of booking _____
- Name of Caterer _____ Name of Decorator _____

Timings: 8.00 am to 11.00pm

BOOKING CHARGES		
RESIDENT	CORPORATE	Refundable Deposit
Rs.20000/- per day	Rs.35000/- per day	Rs.15000/-

Booking of: Mr./Mrs. _____ for _____ days wef _____

Full Amount: _____ /- (Rupees _____)

Receipt No.: _____ Date: ____ / ____ /20 ____ (Cash/PO/DD) _____

BOOKING TERMS

The Club Lawn/venue can be hired/ used by any resident, subject to the availability and booking as per the following terms and conditions.

1. Full amount payable along with the prescribed deposit amount is to be paid at the time of booking. Payments by cheque are subject to realisation. PO/DD to be made in favour of "Seawoods Estates Ltd".
2. Refunds/cancellations: The deductions for cancellations shall be as follows:-
 - a) Cancellation charges : 15% will be deducted
 - b) 2 days prior to the day of booking : 30% will be deducted
 - c) Previous day of the booking : 50% will be deducted
 - d) On the day of the booking : Full booking amount to be forfeited

Address

NRI Complex, Sector 54, 56 & 58, Nerul, Navi Mumbai-400 706.

3. Resident booking the Club House lawn is required to submit a joint undertaking signed along with decorator and caterer in the form given in Annexure 15.1 & 15.2 respectively.
4. **For use of SEL electricity:**
 - a) Rs.5000/- will be charged for putting up lighting;
 - b) Charges for use of additional lights/halogens will be recovered based on usage – Rs. 100/-per halogen per hour.
5. Any resident can book the Club Lawn/venue for the purposes of entertainment, recreation, wedding party, birthday party, receptions, or for religious ceremony.
6. The Club House Lawn can be booked by a resident for any of the above purposes for self and all his/her blood relatives irrespective of the place where they reside.
7. **Venue rental period begins at 6 am on the day of the event and ends no later than 11pm on the last day of the rental.**
8. No decoration/catering is permitted on previous day of the event/booking. Subject to the availability of lawn, it may be allowed on payment of Rs.5000/- in addition to other charges.
9. A sum of Rs.1000/- for erected pole will be payable in addition to other charges.
10. No other place/premises or place shall be used by the resident/applicant or his guests except the Club Lawn/venue for which the booking has been made. SEL reserves its right to take appropriate steps to enforce this condition.
11. Bursting of crackers and playing of Musical Band and Instrument are prohibited in the club premises or on the roads of the premises and the complex.
12. Cooking shall be carried out only at the designated area and nowhere else.
13. Pets are not allowed.
14. Cleaning must be done and the venue must be handed over in the same condition as it was handed over to you.

Resident/Applicant Certification:

I understand that it is IMPERATIVE that my clean-up crew will carry out complete site clean-up (including all trash removal, cigarette butts, decoration tear down, removal of nails, hardware, staples, breakdown and stacking of chairs, tables) after the event. Should I do not get the cleaning done or if in the opinion of the SEL the venue is not cleaned as desired, the SEL shall get the same cleaned for which I agree to pay a sum of Rs.1500/- to SEL towards cleaning charges in addition to other amounts payable to SEL.

(_____)
Resident/Applicant

15. The music will be played within the decibel levels as prescribed by law. At **10 pm** music must be shut down. Party and all activities, including clean-up shall curtail by 11pm. This must be strictly observed. SEL reserves it right to shut off the music and or to disconnect the electricity in any such event of non-adherence.

15. Residents requiring kitchen area (open space by the side of mini party room) should book the kitchen by additional payment of Rs.2000/- per day.
16. Serving alcohol will be subject to law and necessary permissions from the authorities. User/Resident shall be liable for any loss suffered by SEL because of non-adherence to this condition. Consumption of alcohol should be in moderation.
17. **Damage/Cleaning/Security Deposit:** User/Resident to deposit a sum of Rs.15,000/- as a security deposit, which covers damage, non-adherence to any of the booking terms and after-party clean up of the venue. The cost of any property damage done will be deducted from the deposit before refunded at the end of the Venue rental period. If damage occurs which is more than the security amount, User/Resident agree to repair/replace or cause to repair/replace the damage or to pay the cost thereof? This also includes any unfinished clean up (including cigarette butts), trash removal, decoration removal, or any other labour required to restore the property to its original condition as it was prior to the event. Adjustment shall also be made from the security deposit for any other amount due and payable.
18. A certificate/ confirmation from the Club Manager that all the terms and conditions(including timely closure of the music and other activities) were performed to satisfaction and that the lawn has been handed over in the condition as it was handed over, is mandatory for the refund of security deposit.
19. Parking will be provided for a maximum of 35 cars only. Buses are not allowed inside the complex.
20. User/Resident shall be *responsible for the actions of his guests. SEL shall not be responsible for any damage caused to User/Resident or his guest, labour or property for whatever reasons.*
21. Capacity of the Lawn is 300 guests, and parking capacity is for 35 vehicles. SEL facilities do not support crowds and vehicles above that number. Costs and property damage increase in direct proportion to the number of guests in attendance. Please be as accurate as possible when estimating the guest count so that the group may be properly accommodated.
22. No negotiation & No request to break the terms and conditions will be accepted.

The agreement is subject to any force majeure.

ACCEPTANCE: I/We understand the terms and conditions set forth in the agreement above and agree to the same.

Resident's/Applicant's Signature: _____

Date: _____

**Club House Manager
Recommended by**

**Authorized by
(Chief Estate Manager)**

**Director
Approved By**

Address

NRI Complex, Sector 54, 56 & 58, Nerul, Navi Mumbai-400 706.

Annexure – 15.1

Details about decorator and undertaking jointly with resident

1. Name, address & contact number of decorator.....
2. Detail of work assigned to the decorator.....
3. Name/s of electrician/s qualified to do electrical work.....
4. Last 3 similar work done in SEL premises – dates and names of parties for whom done
.....
.....
.....
5. Mention details of penalty imposed by SEL, if any.....

6. Undertaking by decorator

I hereby sign an undertaking that while carrying out above mentioned decoration work particularly electrical work, I have taken all the precautions as per the rules of the electricity department to ensure that there are no risks of any kind to the people due to electrical etc. faults and I shall be held personally liable for any accident or injury caused due to work carried out by me. In case of any lapse in the timely cleaning of the place, SEL will have the right to impose financial penalty on me. In case of non-payment of penalty, resident who has made the booking will be held responsible to pay the penalty.

Signature of the Decorator with date

Signature of the Resident with date

Address

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**Annexure –
15.2**

Details about Caterer and undertaking jointly with resident

1. Name, address & contact number of Caterer.....
2. Catering for veg and /or non-veg and number of persons for whom arrangement has been made
.....
3. Name/s of Head Cook responsible for hygiene and food safety.....
4. Last 3 similar work done in SEL premises – dates and names of parties for whom done
.....
.....
.....
5. Mention details of penalty imposed by SEL, if any.....

6. Undertaking by Caterer

I hereby sign an undertaking that while carrying out above mentioned work, I have taken all the precautions required for ensuring food quality and fire safety standards to ensure that there are no risks of any kind to the people/property and I shall be held personally liable for any lapse in this regard. I shall restrict the cooking etc. within the kitchen space booked in advance by the resident on payment of Rs.2000/- per day. I shall be responsible to keep the place clean and free from left over uncooked/cooked food. In case 'nali' is choked, I shall be required to get it cleared at my cost. In case of failure to do so, SEL shall have the right to impose financial penalty on me. In case of failure to pay penalty, resident who booked the place shall be liable to meet the financial penalty.

**Signature of the Caterer with date
date**

Signature of the Resident with

.....
Address

NRI Complex, Sector 54, 56 & 58, Nerul, Navi Mumbai-400 706.