



The Bombay Presidency Radio Club Limited

157, Arthur Bunder Road, Colaba, Mumbai – 400 005

CIN NO :- U99999MH1928GAP001372

Tel No :- 2284 51 21/ 23/ 2284 50 25/ 71/ 75/ 22828671 / Fax : 2283 32 13

Email: radioclub05@gmail.com, radclubmumbai@gmail.com Website :- www.radioclub.in

Ref No. _____

Date: _____

APPLICATION FOR RESERVATION OF PARADISE LAWN (PAYMENTS TO BE MADE TO CASHIER AGAINST RECEIPT)

The Catering Managers

The Bombay Presidency Radio Club Limited

Colaba, Mumbai 400 005

Dear Sirs,

I wish to reserve the Paradise Lawn for three hours on _____ from _____ A.M. / P.M. to _____ A.M. / P.M. I know that I have to pay the Club rates, which are made applicable, plus taxes for three hours of reservation of Paradise Lawn with capacity of around 110 persons in advance and also Applicable Rates plus taxes for every additional hour beyond specified hours, which shall be applicable after expiry of Three hours from the time of reservation latest by 8.30 p.m. In case, the Management revises the said rates, at any time after my reservation, before the date of my function, the revised rates will be applicable, which I am aware of and which I agree to pay.

Necessary particulars as required by you are furnished as follows:

1. Member's Name in full Mr. / Mrs. / Ms. _____ Membership No. _____
Mobile No. _____ Email Id. _____
2. **Purpose or occasion for Party** _____. **There will be no Party / Get Together/ conference/Meetings etc organized and / or held or caused to be organized and / or held by any political party/activist/ or any communal forum etc.**
3. No Body Guard or Security Officer in the Party / Get-together will accompany any VIP in the Club premises.
4. The persons participating, including the host will be _____ in Nos.
5. I want eatables and or drinks to be provided for the members of the Party / Get Together as per menu finalized by me.
6. I would like to engage for the Party / Get Together, a Band, Orchestra, recorded Music and the name of the Band, Orchestra, and recorded music is _____ and will be played at a lower pitch of sound and will not play music beyond permissible time as per law. I will take permission from the concerned authorities and furnish a copy of the same to the Club prior to holding of the event. It is noted that Catering Manager will come and lower the loud sound or close it in case there is any complaint / grievance from the members present in the Club premises or disturbance or discomfort to them on account of that sound.
7. Name of Association / Institution / Company or Body Corporate for which reservation is sought _____.
8. I am / I am not with the Institution Association/ Company or Body Corporate for which I am making the reservation.
9. I am applying for reservation for some relative / s whose name / s and relationship with me are _____.

Cont'd---2--

...2...

10. Venue Charges and Security Deposit payable in advance at the time of Booking. If for any reason the reservation is Cancelled / Postponed, the necessary charges as applicable will be levied and recovered. For the details of Current Cancellation Charges, contact the Catering Managers.
11. At the time of finalization of menu & confirmation of no of persons attending the function the entire food & beverages charges payable in advance.
12. In case the number of persons/ plates exceeds 15% of the minimum guarantee. I agree to pay the applicable admin charges of the total number of persons/ plates exceeding the minimum guarantee
13. I am aware that no outside food items, no outside soft drinks & beverages will be permitted by the Club in its premises. Banquet will be restricted to the Paradise Lawn only and no other area of the Swimming Pool & Club house will be used.
14. I am aware that I will be charged additional for any kind of Series/ LED Light/ Halogen/ Mike/ Electrical Points etc. required by me during my party hours.
15. I am aware that I have to contact and engage the decorator, appointed by the Club for my Party / Get together and that No inflammable articles and fireworks are permitted anywhere in the club premises.
16. I undertake to come to the Club within 7 days after the date of the banquet for collection of the bill and the payment will be made by me strictly within 21 days from the date of the bill.

I confirm that I have read the Articles of Association, Bye-Laws and also the Rules and Regulations of the Club and I agree to abide by the same. I undertake to reimburse the expenses that would be made for rectifying the damage of any type caused by me or any of my invited persons to Paradise Lawn premises or part thereof during my party hours.

I am aware that I will have to obtain One Day Liquor License & I have to purchase Liquor & One Day Liquor Permits as per the State Excise Rules & Regulations. Photocopy of the One Day Liquor License & Liquor purchased Bills, etc. must be handed over to Catering Manager / General Manager prior to the Event, failing which no Alcohol / Liquor shall be served at the Event / Venue.

The Members shall obtain all necessary permissions /NOC/ Licenses / Permit, etc. from various - concerned authorities such as STATE EXCISE, LOUD SPEAKER, MUMBAI POLICE, MUMBAI FIRE BRIGADE, COLLECTOR'S OFFICE, PPL, etc. as may be required and hand over the same to Catering Manager/ General Manager prior to the event, failing which the event will not be permitted to be held. The member shall comply with all the provisions / rules/ laws / bye- Laws, etc. mentioned therein. The member shall not be entitled to any refund and full venue charges would be billed to the members. In case there are any penalties levied by the authorities, the member would pay for the same and also if any Prosecution, the same would be billed to the member as may be decided by the Managing Committee.

I Agree to all the above-mentioned Terms and Conditions and the same are binding on me.

***Please take note that the decision of the Managing Committee / Management shall be final & binding in respect of all reservations, bookings, cancellations, refunds, damages etc.**

I Agree to all the above.

Members Signature:

Name :

Membership No:

FOR OFFICE USE

Booking Deposit + Security Deposit Amount Received ₹. _____ Receipt No _____ dated _____.

In case, function is for sons / daughters engagement or wedding related function a copy of form must be given to System Administration.

Receiver's Signature: _____