



# **KARNAVATI CLUB LTD**

**CIN: U92410GJ1989GAP012192**

**Regd.Off: S.G. Highway, Ahmedabad - 380058. Gujarat, India.**

**Phone: 079-26926060, 9090, 6013 Fax: 079-26929748**

**Email: club@karnavaticlub.com & karnavaticlubltd@gmail.com Web: www.karnavaticlub.com**

## **MINI CONFERENCE ROOM BOOKING FORM**

1. NAME OF THE MEMBER : \_\_\_\_\_
2. TELEPHONE NUMBER : (M) \_\_\_\_\_ (R) \_\_\_\_\_
3. NAME & ADDRESS OF GUEST/COMPANY : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
(R) \_\_\_\_\_ (O) \_\_\_\_\_ (M) \_\_\_\_\_
4. PURPOSE OF BOOKING : \_\_\_\_\_
5. DATE OF USE : \_\_\_\_\_
6. MORNING / EVENING : \_\_\_\_\_ TIME: FROM \_\_\_\_\_ TO \_\_\_\_\_

## **RULES FOR BOOKING**

1. Only existing lighting, furniture & available facilities will be provided in mini conference room.
2. Mini Conference Room facility has been provided for arranging meeting, conference only.
3. Poster, ribbon, sticker, Digging, Playing of band or orchestra or any other made of welcome or any type of music arrangement will not be allowed in Mini Conference room
4. Any damage to property will attract penalty and booking party of members will reimburse the same immediately.
5. The attending persons will have to abide by the rules of the club.
6. Please cooperate with club staff and security persons on duty.
7. **Capacity: 10 Persons - Charge (MEMBER) Rs. 650/- + TAX = Rs. 767/- per hour & Charge (GUEST)Rs. 800/- + TAX = Rs. 944/- per hour**
8. Cancellation charges :
  - \* 25% If cancelled before 30 days
  - \* 50% If cancelled before 15 days
  - \* 100% If cancelled within 10 days
9. Club will not be responsible for any loss of Article of the party or any other persons.
10. In case of electricity failure club will not be responsible.
11. 100% booking charge will be paid by the party or member at the time of booking.
12. Eatable items and drinks are not allowed in Mini Conference room.
13. For snacks, lunch & dinner please contact our approved catering contractor and pay them directly.
14. I have read and understood above rules and regulations for the booking.

\_\_\_\_\_  
Member signature

\_\_\_\_\_  
Member's guest signature

### **OFFICE USE ONLY**

Receipt No: \_\_\_\_\_

Amount: \_\_\_\_\_

Cash/Cheque: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE AUTHORITY