



KODAVA SAMAJA ®

No. 7, 1st Main Road, Vasanthanaar, Bangalore - 560001 Ph:22260188 / 22351088

E-mail – kodavasamajblr@gmail.com Website: kodavasamajabangalore.org

BOOKING DETAILS

1. FIELD MARSHAL K.M. CARIAPPA CONVENTION CENTER
Timings: Morning 6.00 am to next day Morning 6.00 am.

FACILITIES DETAILS

1. Total Number of Halls – Three	Capacity of the Hall	Remarks
a) Reception Hall	600 Seaters	600 Plastic Chairs will be Provided
b) Mezzanine Hall	100 Seaters	100 Plastic Chairs would be Provided
c) Dining Hall	400 Members Simultaneous	3 Buffet Counters and 2 desert Counters Available
2) Total Number of Rooms – Five	Facilities Available	
Bride & Bride Groom Room with AC 2 Cots, attached bathroom with Geyser Double Cot and attached bathroom with Geyser	2 Rooms 3 Rooms	
3. Other Facilities	Total Numbers	
a) Gas stove system with exhaust (without Gas cylinder)	9 Nos.	
b) Storeroom	3 Nos.	
c) Firewood Kitchen / Wet Grinder	1 Nos. / 3 Nos	
d) Cooking Vessels and Plates	For 1000 Members	



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TERMS AND CONDITIONS

For Hiring of the Premises (FM KM CARIAPPA CONVENTION CENTRE)

- Before booking of the Samaja premises the customer has to visit the facilities available and agree to terms & conditions prior to making payments.
- KSB will not accept any kind of tentative Bookings
- Confirmation of Booking would be confirmed only on receipt of 100% payment, No Partial /Advance payments would be accepted.
- Booking will be made only through DD, Pay order, NEFT, RTGS Bank Transfer in favour of "**KODAVA SAMAJA, BANGALORE.**"
- Cash and Cheque will not be accepted.
- In the event of cancellation of bookings, the Party will get the refund as stated below:
 - Any cancellation 30 days prior to date of event, no amount will be refunded.
 - Cancellation beyond 30 days of event, 25% of the amount would be refunded. In case Kodava Samaja Bengaluru manages to book, then an additional 50% may be refunded.
 - In case the Party wants to cancel the booking but gets another party to book for the same date then the full amount less Rs.5,000/- will be refunded.
 - No rescheduling of dates is allowed. Asking for revised dates will be treated as cancellation and fresh booking as per the conditions stated above.
- For Shamiyanas, Dining Tables, Chair Covers, additional lights and other related items if required, has to be booked by Samaja's authorized Contractor M/s Shariff Brothers only Ph: 080 - 25592667 and 9845205094.
- **Possession and Return** - Booking is allowed from 6 AM of the day of event till 6AM the next day for 24 hours and 6AM of the following day for 48 hours event. The party will strictly adhere to the checkout timings.
- **LIQUOR SERVICE for Members Events are allowed at their own risk and Liquor Services to be restricted within the premises and strictly not outdoor.**
- No musical instruments or loudspeakers will be allowed after 10.30 pm or any other such time as applicable by law.
- Live Kitchen Counters are restricted, only the available Kitchen Should be utilized for cooking.
- Usage of Plastic including Water Bottles and Polythene items is banned inside the Kodava Samaja Premises. Garbage Lifting charges will be charged extra.
- Cleaning labour to be arranged from party Side.

- Gas cylinders will not be provided by Samaja.
- The Party will be handed over the premises including furniture fixtures, fittings utensils, crockery, cutlery and relevant property by the Samaja staff and loss and damages will be charged as per actuals. The assessment of damage will be at the sole discretion of the Samaja.
- Parking for heavy vehicles (Bus, T.T etc.) would not be permitted in the premises.
- Locker facility is available on chargeable basis.
- If the Flower Decoration is arranged through outside vendors, the Flower Decorator have to pay Rs.2,500/- per function for FM KM Cariappa Convention Centre.
- Parking of vehicles is at Owner's risk. The Samaja is not responsible for any theft or loss of valuables in the premises or vehicles parked outside the premises.
- The vessels which are not available can be hired from outside at the party's own cost and the Samaja will not arrange the same.
- The Samaja will not provide any locks/keys. The Party have to use their own locks for Rooms & storerooms while taking over the premises.
- The Samaja will not undertake cleaning work during the function and also between one function to another. If the Samaja is booked for more than one day the party will have to engage extra labours.
- The Premises shall be used strictly for the purpose stated by the party concerned and booking of Samaja is not transferable.
- Electricity charges @ Rs.15/- per unit as per meter reading.
- Water bill and Garbage cleaning would be charged extra.
- Cleaning Labours if required can avail the services of Samaja labours as per the wages fixed the by Samaja.
- A Storeroom can be provided 12 Hours prior to the function (Only based on availability).
- The Party has to agree for the deduction of amount on account of damages and taxes from the caution deposit and also agree to pay the difference of the value of the damage if the amount exceeds the caution deposit.
- The Party will pay the electrical, water and cleaning charges as fixed by the Kodava Samaja Managing Committee and as notified from time to time. Further agree to obtain prior permission for PRIOR INTIMATION AND PERMISSION from the Samaja for Electrical illumination / Decoration / Additional lighting etc.
- The Party will agree for the supply of electricity and water as per the BESCO and BWSSB timings respectively and the Samaja will not be held responsible in case of any breakdown.
- The Party will produce the original booking form to the Kodava Samaja Estate Supervisor and then only use the premises for the purpose of which it is booked.
- The Party will not transfer / sublet the booking in favour of any other third party under any circumstances.

- The party will be responsible for the proper maintenance of the decorum, discipline and cleanliness of the Samaja premises as specified.
- The party will obtain permission from the concerned authorities, if any required for the conduct of the function and produce the same at least 7 days in advance to the Samaja failing which the Samaja reserves the right to stop the function. No refund claim of advance will be entertained.
- The party will not have any objection for the inspection of the premises during the function by the Staff, Office bearers and authorized persons of the Samaja.
- The guidelines for booking of Samaja will be strictly adhered to by all concerned as notified by the Samaja.
- The Party will pay Taxes levied by the Government/Municipal Corporation or any other authority, which is not informed at the time of booking.
- In the matter of dispute on any of the above listed terms and conditions the decision of the Kodava Samaja Management is final.
- The Party will follow the instruction of Kodava Samaja Officials in maintaining the cleanliness of the Samaja during the function.
- **DONTS:**
 - In the event of Inter Caste Marriages / Receptions / any other function (Where either the Bride or Bride Groom is a Non Kodava) and in Non Kodava Marriages/ Receptions / any other function (Where the Bride & the Bride Groom are Non Kodavas) either the Bride Groom or both shall not dress in Kodava attire or follow any Kodava Customs.
 - The Condition listed under 'Don't' has been incorporated so as not to hurt or violate the religious and customary sentiments of the Kodava Community.
- **PROCEDURE FOR REFUND OF DEPOSIT**
- Caution Deposit Refund Application Form can be obtained from the office and the duly filled application to be submitted to Office. The balance amount will be paid through crossed cheque in favour of the party, after deducting Electricity charges, Water Charges, Garbage Lifting charges, Tax and other damages if any, after 7 days from the date of the function and before 30 days.
- **Disclaimer**
 - If any of the above conditions are violated it shall be at the risk of the concerned party. The Management of Kodava Samaja will not be responsible for the consequences of the same.
- Kodava Samaja will always try and settle all disputes amicably and fairly. In the unlikely event that we are unable to do so, all dispute resolutions will fall under the jurisdiction of the Bangalore Court.

SIGNATURE OF THE CUSTOMER

HON. SECRETARY