

WESTEND HEIGHTS CONDOMINIUM ASSOCIATION

GUIDELINES & FORMAT FOR USE OF PARTY HALL

1. Use of party hall is for bonafide residents only.
 2. Hiring charges of Party Hall: -
 - a) Booking Charges:

For Full Day -	(10 AM TO 10 PM)	Rs. 4000/-
For Half Day-	(10 AM TO 3 PM or 5 PM TO 10PM)	Rs. 2500/-
 - b) Airconditioning Charges:

For Full Day-	Rs 2500/- & For Half Day-	Rs 1500/-
---------------	---------------------------	-----------
 3. Security amount of Rs 2000/- to be deposited in advance along with hiring charges. The amount will be refunded within a week after the party is over if there is no damage to the Properties, otherwise it will be adjusted against the damages.
 4. Loud/DJ music is not permitted. Soft music using music system can be played up to 2200 hrs. only.
 5. For serving liquor, L-12A, License is to be obtained by the resident hosting the party. WESTEND HEIGHTS Condominium Association will not be responsible in case of action against the resident due to non-compliance, by the State Excise Department.
 6. Party is to be restricted within the party hall only.
 7. Resident booking the hall will be fully responsible for any damage in the party hall e.g. windowpane, plumbing items & electrical items etc.
 8. A maximum of 70 guests are permitted. Cars for guests attending the party will be parked outside the complex.
 9. Only birthday / Grah praves / Small get together parties are permitted.
 10. No cooking would be done in and around the Party hall.
 11. Only heating of pre-cooked food / snacks is permitted in a separate enclosure by.
 12. The premises are to be left clean after use.
 13. Booking will be made on a first come first basis.
 14. The hiring charge shall not be refundable, adjustable & transferable.
- NB:** The Balance Security amount to be adjusted against electricity / maintenance dues or refunded by crossed cheque in favour of

Booking Requisition

I _____ Resident of Apt# _____ WESTEND HEIGHTS agree to abide by the above guidelines. Kindly book the party hall on _____ from _____ hrs to _____ hrs for the purpose of _____. I am enclosing cheque No. _____ of Rs. _____ towards non-refundable booking charges & AC Charges and Cheque No. _____ of Rs 2000/- towards security deposit.

(Signature of Resident)

Name: _____

Contact No. _____

Date: _____