



Meeting & Events General Terms and Conditions

1. Scope.

These general terms and conditions ("T&C's") govern the agreement entered into between you and us for our hotel services to be provided to you, on the date(s) set out in the Contract Proposal. The Contract Proposal becomes a legally binding contract when signed by both parties.

The Contract Proposal cannot be transferred to a third party without our prior consent and we reserve the right to amend rates and conditions in case of transfer.

2. Definitions.

«Agreement» means the agreement for Hotel Services entered into between you and us by way of your timely and written acceptance of our Contract Proposal.

«You» means the party to which the Contract Proposal is addressed.

«We, our, us» means the Radisson Blu Hotel Ranchi Main Road, Kadru Diversion, Ranchi-834001, JH, India.

«Contract Proposal» means the written Proposal for Hotel Services for your Event and may comprise meeting and event space rental, food and drinks, overnight accommodation and other services.

«Event» means one or more consecutive days specified in the Contract Proposal on which you intend to gather a defined number of persons at our premises for a specific purpose.

«Hotel Services» mean the services offered by us for your Event as specified in the Contract Proposal and accepted by you through your timely countersignature of the Contract Proposal (including, but not limited to, guest room accommodation, meeting room and event space rental, equipment, food and drinks and other).

3. Event Facilities.

We shall provide you with facilities and related space and equipment as specified in the Contract Proposal. We reserve the right to change the booked facilities in the case of any change of the factual circumstances. This includes, but is not limited to a reduction or increase in the number of delegates attending the Event, a technical issue in the facilities or for environmental, health and safety reasons.

You may request us to procure technical and other equipment from third parties on your behalf and you shall not without our prior written authorisation install and use any of your own technical equipment. We may charge you for the power costs which arise through the use of such equipment, and there may be also be a charge related to the connection fee for use of information technology equipment.

GENSET AND UNINTERRUPTED POWER SUPPLY

- GENERATOR AND UNINTERRUPTED POWER SUPPLY CAN ONLY BE ARRANGED AT A RATE OF **INR 2500 PLUS 18% TAXES PER HOUR. POWER SUPPLY UP TO 40 KV. TIMING WILL BE AS ADVISED BY HOST.**

FOR ADDITIONAL POWER SUPPLY REQUIRED, THE FOLLOWING RATES WILL BE APPLICABLE:

- 05 KW POWER SUPPLY IS PROVIDED BY HOTEL ON COMPLEMENTARY BASIS
- **IN CASE ADDITIONAL POWER SUPPLY ABOVE 5 KW IS REQUIRED:**
- BETWEEN 6 KW – 10 KW INR _____ WILL BE CHARGED
- BETWEEN 11 KW – 20 KW INR _____ WILL BE CHARGED

Installing and use of non-technical equipment and fitting decoration on walls and ceilings are subject to our prior consent.

Your own or any third party's equipment is kept in our facilities at your sole risk. We shall not be liable for any loss, destruction or damage to such equipment, except in the case of gross negligence or intentional acts. Equipment brought along must comply with the local fire protection and safety laws, regulations, guidelines and best practices having the force of law. We are entitled to demand an official certificate for this.

After your Event you must remove all equipment without undue delay. You are responsible for disposing of any packaging material or waste in compliance with the local statutory waste disposal and management provisions (including relevant guidelines and best practices having the force of law).

Any changes in the number of delegates should be communicated to us immediately. If the number increases, we will do our best to accommodate the additional delegates, but this cannot be guaranteed.

Additional charges may apply if your Event begins or ends outside of these hours. Special arrangements will equally be charged separately.

No food and drinks are to be brought into the hotel or grounds for consumption on the premises, without our prior consent.

Your use of our facilities and our Hotel Services shall be compliant with the national, local, federal and municipal laws and regulations. All entertainment arrangements (for example: extension of the service hours of the bar) must be confirmed to be approved prior to the date of the Event. Unless explicitly agreed upon otherwise, you are responsible for obtaining appropriate approvals, permissions and licenses and payment of applicable fees (for example: license fees for use of music rights, mandatory contribution to social security of artists and others) and taxes.

- Hotel provides electronic safe vault facility in all the rooms for the resident guests to keep their precious and valuable items. It will be the guest's responsibility to take care of their valuables. Hotel management will not be responsible and answerable for any loss and damage of any precious and valuable items.



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- THE MENU NEEDS TO BE DECIDED AND FINALIZED AT LEAST **FIVE DAYS** PRIOR TO THE FUNCTION DATE. IN CASE YOU DON'T FINALIZE THE MENU, THE CHEF'S CHOICE MENU WILL BE FINALIZED AND COMMUNICATED TO YOU & WILL BE SERVED FOR THE FUNCTION. NO CHANGES/ ADDITIONS WILL BE ENTERTAINED LATER ON.
 - THE MINIMUM GUARANTEED PERSONS WILL BE CHARGED EVEN IF THE NUMBERS OF PERSONS IS LESS THAN THE GUARANTEE.
 - IN CASE OF MORE THAN GUARANTEED PERSONS, THE ACTUAL NUMBER OF PERSONS WILL BE CHARGED. THERE ARE NO DISCOUNTED RATES FOR CHILDREN.
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 - AS PER THE COMPANY POLICIES AND HOTEL SYSTEMS AND TO MAINTAIN THE RADISSON BLU RANCHI FOOD AND SERVICE STANDARDS, WE DON'T ALLOW AND PROMOTE ANY OUTSIDE FOOD & OUTSIDE CATERING IN OUR HOTEL PREMISES.
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- NO MUSICAL INSTRUMENTS (DHOL, BAJA ETC.) OR ANY NOISE ORIENTED ACTIVITY/PROCESSION WILL BE ALLOWED INSIDE THE PREMISES OF THE HOTEL.
 - THE HOTEL HAS THE RIGHT TO STOP SERVICE IF THE ACTUAL NUMBER EXCEEDS THE MAXIMUM EXPECTED NUMBER OF PERSONS INDICATED ABOVE.
 - ABOVE RATES ARE BASED ON THE MINIMUM GUARANTEED PERSONS SPECIFIED. ANY REDUCTION IN THE MINIMUM GUARANTEED PERSONS WILL ATTRACT AN UPWARD REVISION IN THE RATES.
 - UP TO 199 GUESTS, FOOD AND BEVERAGE SERVICES WILL BE PROVIDED WITH A MAXIMUM MARGIN OF HAVING ADDITIONAL 10% OF THE MINIMUM GUARANTEED NUMBER OF GUESTS. FURTHER INCREASE IN NUMBER OF GUESTS AFTER THE MENTIONED MARGIN (MG+10%OF MG), WILL ATTRACT A SUPPLEMENT OF 30% ON THE BASE TARIFF AGREED UPON BY BOTH THE PARTIES ON THE MINIMUM GUARANTEE. EXAMPLE: MG IS 100 PAX AND THE AGREED PACKAGE IS INR 2000 PLUS TAX PER PAX. THIS TARIFF WILL BE APPLICABLE FOR GUESTS UP TO 100 + 10% OF 100 THAT IS 110 GUESTS. 111TH GUEST ONWARDS, THE ADDITIONAL GUESTS WILL BE CHARGED AT INR 2000 + 30% OF INR 2000, THAT IS INR 2600 PLUS TAX PER PAX.
 - FOR EVENTS WITH A MINIMUM GUARANTEE OF 200 PAX AND ABOVE, THE MAXIMUM MARGIN THAT CAN BE MAINTAINED IS ADDITIONAL 25 GUESTS ABOVE THE MINIMUM GUARANTEE. FURTHER INCREASE IN NUMBER OF GUESTS AFTER THE MENTIONED MARGIN (MG+25 PAX), WILL ATTRACT A SUPPLEMENT OF 30% ON THE BASE TARIFF AGREED UPON BY BOTH THE PARTIES ON THE MINIMUM GUARANTEE. EXAMPLE: MG IS 200 PAX AND THE AGREED PACKAGE IS INR 2000 PLUS TAX PER PAX. THIS TARIFF WILL BE APPLICABLE FOR GUESTS UP TO 200+25 THAT IS 225 GUESTS ONLY. THE 226TH GUEST ONWARDS, THE ADDITIONAL GUESTS WILL BE CHARGED AT INR 2000 + 30% OF INR 2000, THAT IS INR 2600 PLUS TAX PER PAX.

4. Guest Rooms.

We shall provide you with guest rooms as specified in the Contract Proposal.

Check-in time is from 1400 hrs on the day of arrival. Check-out time is 1200 hrs on the day of departure, unless otherwise specifically agreed upon with you. An additional charge may be required in the case of late check-out and is subject to availability on the day. If a delegate leaves before the agreed date of departure, cancellations fees may apply.

Any changes in the number of delegates and guest rooms needed shall be communicated to us immediately. If the number increases, we will do our best to accommodate the additional delegates, but this cannot be guaranteed.

If we are unable to provide guest rooms as confirmed by us, we shall notify you as soon as possible. Alternative accommodation will then be provided at the nearest comparable hotel at our expense. We will also cover the costs for a telephone call and one daily round-trip transportation between the other hotel and us.



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5. Cancellations.

You shall be entitled to withdraw from the Agreement partly or in full, subject to the following:

- a) Guest rooms may be cancelled **free of charge** upon written notice:
- Up to (100%) of the guest rooms initially contracted up to (90) days prior to the arrival date;
 - Up to (50 %) of the guest rooms initially contracted up to (30) days prior to the arrival date; and
 - Up to (05%) of the guest rooms initially contracted or of any remaining number after prior cancellation notices up to (7) days prior to the arrival date.

Any additional or later guest room cancellation shall entitle us to receive your payment of a **compensation amount** equal to

- (100%) of the contracted rates for cancellations from (6) days prior to the arrival date.

- b) Event related Hotel Services may be cancelled **free of charge** upon written notice:

- i. Up to (100%) of the Hotel Services initially contracted up to (90) days prior to the start date of the Event;
- ii. Up to (50%) of the Hotel Services initially contracted up to (30) days prior to the start date of the Event; and
- iii. Up to (5%) of the Hotel Services initially contracted or of remaining Hotel Services after prior cancellations up to (7) days prior to the start date of the Event.

Any additional or later cancellation of Hotel Services shall entitle us to receive your payment of a **compensation amount** equal to (100%) of the delegate fees and charges initially contracted.

If it has been agreed that you can cancel without incurring costs within a defined period, we are also entitled to cancel the Agreement within this period without any obligation to you.

6. Rates.

The rates are subject to reasonable increase by us if unexpected increases in taxes, cost of goods, or limitations of supply outside of our control occur and the period between your signing of the Contract Proposal and the start date of the Event is no less than (01) months.

If you cancel the contracted Hotel Services by more than (30%) we are entitled to reasonably increase the rates specified in the Contract Proposal, regardless of any applicable cancellation charges.

7. Deposit.

In the event that a deposit has been requested this must be paid within (05) days after your signing of the Contract Proposal. Additional deposit payments may be required 1 week prior to your Event.

If you fail to make the deposit payment(s), we are entitled to withdraw from the Agreement and to claim compensation for damages equivalent to cancellations charges applicable at that time when the deposit payment was due.

To the extent delegates are requested to settle guest room charges and daily delegate package fees on an individual basis, we are entitled to request a security deposit in the form of a credit card guarantee or similar from the delegate. If you are requesting credit facilities completed credit application forms are required (21) days prior to the start date of the Event.

8. Payment.

You shall pay all fees and charges for Hotel Services as set out in the Contract Proposal. All extra charges incurred by delegates or by you during the Event shall be paid upon departure. If credit is granted and agreed by us, full settlement must be made within (14) days from receipt of the invoice. We may charge interest for delayed payment, of (1½%) per month or the maximum interest rate permitted by applicable law if lower.

To the extent individual payment by delegates is agreed, you shall duly inform the delegates thereof. You shall be jointly and severally liable for the due settlement of guest room charges and daily delegate package fees on an individual basis, which shall be made upon departure.

9. Hotel's Termination Rights.

We are entitled to terminate the Agreement with immediate effect upon written notice to you, if (i) circumstances which are out of our control, make it impossible to render the agreed Hotel Services to you and to fulfil our contractual obligations under the Agreement; (ii) we have reason to assume that you have made misleading or false statements about the purpose of the Event and your use of our facilities and Hotel Services would harm or endanger our normal operation or reputation; or (iii) bankruptcy or settlement proceedings have been initiated against you or a foreclosure decree has been issued in respect of any of your assets. We shall not be liable to compensate you for any loss or damage incurred as a consequence of our termination of the Agreement hereunder.



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10. No Transfer.

You are not allowed to assign or transfer the Agreement, nor to sublease the contracted facilities to any third party, including a group company being affiliated with you, without our prior written consent.

11. Liability.

We shall solely be liable to you or any delegate for any loss or damage caused by our gross negligence or wilful acts or omissions, except if mandatory strict liability applies pursuant to the applicable law. Any claims made against us shall only be valid, if notified to us immediately upon taking knowledge of the potential for a loss or damage and no later than (1) year after the agreed start date of the Event. This limitation of liability shall not apply in case of bodily injury or death.

You shall be liable to us for any loss or damage to our building and equipment, our personnel, other guests or our brand system or other, if caused by you or any delegate or third party involved in the Event by you. We may request proof of your liability insurance covering the Event to protect us against our exposure to your liability.

12. Law and Jurisdiction.

This Agreement is subject to the local laws of the country where the hotel is located. All disputes, conflicts and claims arising from or in connection with this Agreement shall be settled amicably between us. Should we fail to reach an amicable settlement, the matter shall be submitted to the competent local court at the hotel's domicile.

13. MUSIC/PERFORMANCE LICENSE POLICY

"Public performance license" is a mandatory requirement under the provisions of copyright laws. The same has to be procured by the guest and has to be submitted to hotel before the beginning of the event. In case of noncompliance, the concerned defaulter would be charged with the violation of the copyright act 1957 and this being a cognizable; non-bail able offence attracts a heavy penalty, which could extend up to RS. 2 lakh and 3 year imprisonment.

THE LICENSE CAN BE PROCURED FROM:

1. EXTENDED HARD BEVERAGE LICENSE
MR. ANUJ
CELL: +91 9431325577
 2. PHONOGRAPHIC PERFORMANCE LTD
MR. SAURAV
CELL: + 91 9835164406
 3. THE INDIAN PERFORMING RIGHT SOCIETY LIMITED
MR. LAL ALAK NATH SHADEO
CELL: +919334199768
KOLKATAOFFICE@IPRSLTD.COM
- IN ANY CASE, MUSIC WILL NOT BE ALLOWED TO BE PLAYED AFTER 2200 HRS.

TAX STRUCTURE

	SGST	CGST	TOTAL
FOOD	9.00%	9.00%	18%
HARD BEVERAGE	N/A	N/A	N/A
SOFT BEVERAGES	9.00%	9.00%	30%
HALL RENTAL	9.00%	9.00%	18%
AUDIO VISUALS	9.00%	9.00%	18%

Taxes are subject to change as per government norms.