

Performa for allotment of Auditorium/Stadium/Community Hall of Survey of India, Hathibarkala, Dehradun.

To,
 The Estate Officer
 Survey of India,
 Hathibarkala, Dehradun

| A. | | Applicant Details | |
|----|---|--------------------------------|--|
| 1. | Requisition made by (Tick whichever is applicable) | Organization | |
| | | Individual | |
| | Name of applicant (in Block Letter) (Write in appropriate box as applicable) | Organization | |
| | | Individual | |
| 2. | Name of Representative if Organization is applying | | |
| 3. | Designation (if applicable) | | |
| 4. | Contact No. | | |
| 5. | Address | Official (if applicable) | |
| | | Residential (if applicable) | |

| B. | | Requisition Details :- | |
|----|--|------------------------|--|
| 1. | Booking Requested for (Tick whichever is applicable) (Note :- request for allotment to be made at least 10 working days in advance) | Stadium | |
| | | Auditorium | |
| | | Community hall | |
| 2. | Purpose of Booking | | |
| 3. | Date | From to | |
| 4. | Number of days | | |
| 5. | Number of People expected | | |
| 6. | Number of Vehicle expected | | |
| 7. | Eligible Category (please refer reverse page) | | |

Undertaking

I am aware that my application comes under _____ Category and accordingly I have to pay the charges _____.

Signature

Name

Mobile Number

Date

| Hire charges of Auditorium for different categories:- | | | | |
|--|---|----------------------------------|---|---|
| Category | Indenting organization category wise | Hire Charges Per day (Rs) | Generator charges | Security Deposit |
| “A” | <ul style="list-style-type: none"> Survey of India KV-2 | Nil | Nil | Nil for SOI Rs. 10,000/- for KV-2 |
| “B” | Central Govt. organization | 35,000/- | Rs 400/- plus Rs 300/- per hour of use extra | 17,500/- |
| “C” | <ul style="list-style-type: none"> State Govt. Organization Govt. Undertakings | 50,000/- | --do-- | 25,000/- |
| “D” | <ul style="list-style-type: none"> Corporate Offices Private Bodies Registered cultural bodies of repute | 75,000/- | --do-- | 37,500/- |
| “S” | Govt. Schools | Nil | --do-- | 10,000/- |
| | Private Schools | 10,000 | --do-- | 10,000/- |

| Hire charges of Stadium for different categories:- | | | | |
|---|---|----------------------------------|--------------------------|---|
| Category | Indenting organization category wise | Hire Charges Per day (Rs) | Generator charges | Security Deposit @125% of hire charges |
| “A” | <ul style="list-style-type: none"> Survey of India KV-2 Hathibarkala Welfare Committee | Nil | Nil | Nil |
| “B” | <ul style="list-style-type: none"> Central/ State Government organization Central/State Govt. recognized sports bodies Cultural/Social organization (run on no-profit basis) | 7,000/- | Nil | 8,750/- |
| “C” | <ul style="list-style-type: none"> Private Schools/Colleges Private Sports Bodies | 15,000/- | Nil | 18,750/- |
| “D” | Commercial Institutions (only for Sports) | 25,000/- | Nil | 31,250/- |
| “E” | Commercial/Private Indenters (Cultural Activities) | 45,000/- | Nil | 56,875/- |

| Hire charges of Community Centre for different categories:- | | | | |
|--|--|----------------------------------|--------------------------|-------------------------|
| Category | Indenting organization category wise | Hire Charges Per day (Rs) | Generator charges | Security Deposit |
| “A” | <ul style="list-style-type: none"> Serving Survey of India Employees Retired Survey of India Employees | 5,000/- | Nil | 5,000/- |
| “B” | <ul style="list-style-type: none"> Serving employees of Central State Government PSUs | 10,000/- | Nil | 5,000/ |
| “C” | Private individuals/NGOs | 20,000/- | Nil | 5,000/ |

For categories “A” & “B”, the booking of premises can only be done for self/dependants. In case of dependants, the applicant is required to submit a “Relationship Certificate”, duly verified by the respective DDO/E&AO. All other booking shall be treated as Category “C”.

Terms & Conditions

1. Survey of India reserves the right to refuse allotment without assigning any reasons.
2. The allotment of venue is neither transferrable nor changeable.
3. In case of cancellation by the indenting institution/individual, the entire amount (except security deposit) will be forfeited.
4. Security Deposit will be refunded back only after the function on final inspection of the booked venue. In case of any damage to the property, the indenting institution/individual shall pay the cost of repair as assessed by Survey of India.
5. Provisions of GST or any other taxes will be applicable as per prevalent government norms and will be paid extra by the indenting institution/individual.
6. Day will be counted from 0000 hrs. to 2400 hrs.
7. Parking of vehicles will not be allowed on the roadside and footpaths.
8. No obstruction to general traffic should be caused.
9. No inconvenience or security threats to the general public or residents should be caused.
10. Use of Loud speakers during office hours and beyond 2200 hrs. is not allowed. Loud speakers or music systems should not be operated on very high volumes.
11. Booked venue should not be used for any activity other than as mentioned in the allotment application proforma.
12. Banners/ Posters/Stickers/Symbols will not be stick/hung on the electric/telephone poles or along the road. For display of directions signs, welcome signs or event related information, standees may be used.
13. Use of fireworks/crackers will not be allowed.
14. The venues are located in Government premises, hence the nature of the event should be such that it should not violate the sanctity of the office. Serving of liquor/intoxicants in the premises is strictly prohibited. Violation of rule lead to disciplinary action against the indenting institution/individual.
15. The booked venue shall not be used for financial gains of any type.
16. Any clearances required from local administration for organizing the event will be sole responsibility of the indenting institution/individual.
17. In case of presence of large crowd, prior intimation to police/fire services, etc. will be the responsibility of the indenting institution/individual to avoid any untoward incident.
18. Due to any emergent requirement of Survey of India, permission of allotment can be cancelled even at the eleventh hour and the hire charges deposited will be refunded without interest.
19. Maintenance of cleanliness of booked venue for the period of requisition will be the responsibility of the indenting institution/individual concerned.
20. The indenting institution/individual will be responsible for maintaining strict discipline norms. In case of any chaos, the indenting institution/individual will be blacklisted and no allotment will be made in future.

I/We hereby certify that I/We have read entire terms & conditions of booking and I/We hereby unconditionally accept them.

Signature of Applicant/Representative

Name of Applicant/Representative.....

Mobile Number

Date