GENERAL TERMS & CONDITIONS

1. The following general conditions are to be carefully read and signed by the "Client" while reserving the hall.
2. The Ashoka Hall shall be exclusively allocated only for public functions which are conducted free of charge or entry restricted by invitation passes. The commercial functions with sale of tickets attached to it shall not be admissible at the hall.
3. The allocation of hall to the "Client" shall be in accordance with the ICC official timings. Odd timing expenses to be paid extra.
4. For Booking a Hall client has to pay 50% of Hall rate in Advance and balance 50% before 30 days of the program, if not the booking will remain cancelled. For short time booking, client has to pay 100% of the Hall rate before the program.
5. The Client has to pay a Deposit of 500 Qatar Riyals while booking the Hall and will refund after 3 working days from the program date.
6. Stage and in-built PA system shall be provided but will be operated under the supervision of ICC designated person.
7. 300 chairs will be made available at the Ashoka Hall and 60 chairs will be made available in Delhi, Bangalore and Mumbai Halls.
8. Lights and operating of split unit Air conditioners shall be at the disposal of "Client" during the prescribed hall allocation period.
9. Holding of a Food-festival is strictly banned inside any hall.
10. Smoking is strictly prohibited inside in any hall.
11. The "Client" shall in no way sublet the premises to third party and / or no proxy booking is permissible.
12. The "Client" shall be responsible for any damages, which might be caused to any movable or immovable properties at the hall and to be compensated.
13. Allocation of the hall shall be subject to the procedures adopted by the Managing Committee of ICC from time to time.
14. The "Client" shall be solely responsible to ensure that all guests attending shall conduct themselves in such manner as will establish an example of good behavior, responsibility and virtuousness and shall not indulge in any activity (anti-Indian or anti-host country or its customs) which may damage the prestige of the Indian cultural Centre. The "Client" shall be responsible to ensure that all functions conducted at the venue are in accordance with the prevailing laws of State of Qatar.
15. Use of alcohol / drugs is strictly and totally prohibited within the premises.
16. **NO RELIGIOUS AND ANY OTHER FUNCTION / CEREMONY AGAINST THE LAW OF THE STATE OF QATAR ARE PERMITTED WITHIN THE PREMISES.**
17. The premise is to be returned in the same condition as was given to the "Client" and is liable for any damages to property, furniture, fixtures etc.
18. Indian Cultural Centre have no liability and responsibility, if any of the participant caused any traffic blockage or inconvenience to residents and they themselves are fully responsible for parking of their vehicles. ICC designated person shall have the right to divert the visitors' vehicles to any distant locations or to ask the "Client" to remove the vehicle from any spot should it be found causing traffic block at the vicinity of premises.
19. Entry of guest(s) shall be diligently controlled by the "Client" and in no way disturb other regular functions going in ICC.
20. The Management of Indian Cultural Centre has the right to revoke the permission at any time without assigning any reasons. In this case advance paid for reservation will be returned in full and will not entertain any other claim from the concerned party. Also the management will also not entertain any correspondence with the applicant in the event such permission is revoked.
21. Booking confirmation shall be subject to availability and approval from Management of Indian Cultural Centre.
22. Cancellation Policy
    The cancellation is free of charge 60 days prior to the date of Event, after this till 30 days prior to the Event 50% of total Hall rate, after this till 15 days prior to the Event 75% of total Hall rate and after this 100% of total Hall rate.
23. All Halls rate and Terms & Conditions are subject to change without notice.

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