

GRAND SUBANG JAYA @ SS15

PARTIES/FUNCTIONS BOOKING APPLICATION FORM

Area :	Multipurpose Hall ()	BBQ ()
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Owner's Particulars

Owner Tenant
Name : _____
Parcel No. : _____
Contact No. : _____

Booking Detail

Date : _____
Period of Booking : **a) BBQ** : 8a.m-12p.m 1p.m-5p.m 6p.m-10p.m
b) Multipurpose Hall : _____Hours (From _____to _____)
Purpose : Dinner Reception Birthday Party Other: _____
No. of Guest : _____ppl (Please advise on Guest Car registration Number **3 days** in advance)

Payment Detail

a) BBQ : Deposit (Refundable) : RM200.00
Equipment Rental : RM100.00
b) Multipurpose Hall : Deposit (Refundable) : RM500.00
Electricity Charges : RM50.00/hour x _____Hours = RM _____
c) Table Tennis : Deposit (Refundable) : RM50.00
: Ping Pong Bat & Ball : RM10.00

TERMS & CONDITIONS

1. All reservation shall be treated on a 'first-come-first-served' basis. However, The Management reserves the right to reject/ not to permit such reservation if it causes inconvenience to other Residents.
2. Users are requiring to ensure that venue is left in a clean and satisfactory condition.
3. All the users of the facility shall refrain from making excessive noise which will disturbing the residents.
4. Any damage to the facilities will be responsibility of the applicant and shall indemnify to The Management; The deposit shall be deducted or forfeited if necessary.
5. The Management, its agents and/or employees shall not be held liable in any manner whatsoever for loss of or damage to any personal property or injury to or death of any person in the premises and the party at fault shall fully indemnify The Management in due course.
6. I/We hereby acknowledge and agree that I/we and/or my/our visitors shall at all times adhere to strict compliance and observation of all relevant COVID-19 regulations and Standard Operating Procedures ("SOP") set by the authorities and any relevant bodies.
7. I/We hereby undertake to indemnify the management and/or any other affected parties for any liabilities, costs, claims, penalties and expenses due to my/our and/or my/our visitors failure or non-compliance of all or any COVID-19 regulations and Standard Operating Procedures ("SOP") set by the authorities and any relevant bodies.
8. I/We further acknowledge that the management shall reserve the right to commence any necessary action against me/us in breach of the above undertaking.

Applicant's Signature

Date:

FOR OFFICE USE ONLY

Attended by: Date: [Front liner]	Approved by: Date: [Manager]	Acknowledged by: Date: [Security Officer]
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