

DELHI GOLF CLUB LIMITED

Dr Zakir Hussain Road, New Delhi – 110003
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NOTICE**RULES FOR BOOKING AND USE OF THE CLUB FOR PARTIES FROM 01 AUGUST 2008**

- 1 The following places may be booked for Private Functions for members only:

	Minimum	Maximum
Party Room	20 pax	30 pax
Swimming Pool (Winter only)	50 pax	200 pax
Annexe (Winter only)	50 pax	100 pax
Club Lawn	50 pax	500 pax

- 2 Please ascertain availability of the venue from the F & B Manager and finalise the Menu with F&B Manager/Assistant Managers. A letter addressed to Secretary, Delhi Golf Club, giving the details of the party is to be given by the member and only on receipt of official confirmation from the Club and payment of advance, the booking shall be treated as confirmed.

Please note Club Authorities will issue written confirmation only sixty days in advance prior to the event.

However, in exceptional cases like Wedding receptions of members children the Club will consider advancing the booking period above 60 days provided the dates do not clash with any major Tournament being held in the Club.

- 3 The Club would like to encourage Members and Senior Dependents to use the Club facilities and parties can be booked by members for themselves or their immediate dependents (Son / Daughter / Grandchildren). In case a member is found misusing the facility, disciplinary action as per Club rules would be taken. The invitation card must show / carry the member's name as the host and a copy submitted to the office.
- 4 Once the booking is confirmed member's should pay a deposit amounting to 80% of the estimated cost of the function for Food & Beverages, at least 7 days in advance. Balance payment to be deposited within three days of the party. All party payments to be made by the member by "Payee's Account" cheque drawn in favour of Delhi Golf Club Limited from the member's personal bank account / member's company bank account only.
- 5 The Club permits, for members and corporate parties only, soft background recorded music upto 11.00 pm as per the Supreme Court ruling today. No DJ or BANDS with consoles, dance stage etc are permitted. However, individual artists accompanied by one person on a Key-board, piano, guitar, can perform provided prior approval has been taken in writing from the Secretary. The decibel level and timing will be as per Supreme Court existing Orders. For corporate parties only signage can be put up. For parties in which recorded music is played, necessary permission of the copyright/authority would need to be taken by the member at his cost. The Club would advise the member the process for seeking such approval.

However for Club functions, Tournaments held at DGC and their Sponsored parties as also Society / Associations parties held by members, exceptions will be permitted with prior approval from the Secretary and Captain but keeping within existing Supreme Court order.

- 6 Signages are permitted for Society / Associations and Corporates to just 5 Nos and a maximum size of 30 sq. ft. each. These signages will be within the demarcated area for the party and not at the entrance or any other location of the Club.
- 7 Marriage or other related ceremony involving Pundits / Pheras / Mehndi / Engagement Ceremony / Pandals are not permitted.
- 8 All taxes as applicable shall be charged extra.
- 9 The following packages are presently available:

For LUNCH / DINNER – A choice of menu's are available with F&B Department, who will assist in planning the party with the following package rates which will range between Rs 400 to Rs 500 per head. Additional cost for dishes required over the package would be Rs.50/- per head and Rs.25/- per head for desert.

The Club can only cater to a plus 10% of the given guarantee paxes. Any number over and above this would require the Club to be given atleast 45 to 60 minutes for preparation and member would be charged additional 50% per head on the rates of the chosen package and per head charges..

a) **Venue Charges:**

Party Room upto 30 pax - Rs.3000/-(Rs. Three Thousand)
Snacks - a la' Carte, on actuals

b) **Venue Charges:**

(Lawn – Minimum 100 pax – Maximum 500 pax)
Snacks - Rs.100/- per head
- a la' Carte, on actuals

(i) Upto 100 pax

Only usage of the front lawn is permitted and that to in front of the monument.
(Swimming Pool/Annexe in winters is also allowed).

(ii) 101 to 300 pax

Only usage of half the front lawn is permitted and that to towards the monument.

(iii) 301 pax to 500 pax

Usage of lawn is permitted upto the tree in the centre on the Annexe side.

d) **Electricity / Generators Charges:**

The Club will charge a flat rate of Rs.5000/- per party incase the Member is totally depending on Club for lighting load upto a maximum load of 10 KVA.

For all external power consumptions relating to halogens / fans etc. etc the Club will not provide any lead or electrical connections and it is for the Member to hire Generator / Generators to meet this requirements once they have been advised by the contractor the total load they will need for the function. Only silent generators are permitted inside the Club premises and it is the responsibility of the Member to ensure that Club Rules relating to the above are strictly followed.

The Club would like members to use the Club catering. However, members can utilize the services of any Outdoor caterers for their parties and the following cover charges shall be applicable, payable to the Club in advance. It will be the Member's responsibility to ensure that their Outdoor Caterers follows Club rules especially for cleaning and hygiene etc.

For Members	-	Rs.150 per head
For Corporate Parties	-	Rs.200 per head
Club charge on Beverages	-	10% of Beverage bill

FOR CHILDREN'S BIRTHDAY PARTIES

Venue Charges	-	Rs.100/- per head (accompanying child's ayah will also be counted).
	-	Package rate available Rs.150/- to Rs.250/-
	-	<u>Upto 100 pax</u> only usage of front lawn that is to in front of the monument.
	-	<u>Upto 300 pax</u> Only usage of upto half front lawn is permitted that to towards the monument.
Timing	-	4 p.m. to 7 p.m. (only from 15 th March to 31 st October or as decided by the F&B Committee).

10 An outdoor Bar Licence is obtained by the Club on behalf of the member on actual cost basis which will be debited to the member's account. Members have to purchase all Alcoholic and other Beverages from the Club and the Bars will be managed by the Club Staff. All Alcoholic and soft beverages sales will be billed by the bottles / can. Members can depute one person to keep a check on the consumption of beverages. Alcoholic drinks & Soft beverages/ Mocktails etc can not be brought from outside.

11 Bar will close at 10.30 p.m. and Dinner Service station at 11.00 p.m. However, Parties can be extended with Bar operating upto 12.00 midnight with Dinner service ending at 12.30 a.m., provided the Member agrees in advance to pay the overtime and conveyance for the staff @ Rs.400/- per person detained for the party.

12 Only the Club authorized contractors have to be used for Lighting, Tentage and Flowers which shall be billed and settled directly. In winter the (decoration/tentage for Dinner Parties will be permitted only after lawn service, i.e., from the 4 p. m. onwards and will need to be cleaned by the next morning).

[The club has three authorised tentage contractor for 2009-2010, The names & rates are available with the F&B Manager.]

13 Cocktail Party duration shall be of 03 hours.

14 Special party rates shall be charged as below:

	<u>Members</u>	<u>Corporate / Golf Tournament Parties</u>
Catering	- Normal Rates	Normal Rates + 20%
Bar	- Bar Rates	Bar Rates + 20%

15 Sponsored liquor for parties covering Members/Corporate/Association/Society holding tournaments, is allowed but would required to be indented by the Club. The corkage would be payable on the total indented amount inclusive of taxes & VAT.

All liquor indented by the Club on the Members/Corporate/Association/Society account, would be issued to the host and no stocks will be taken back. This supersedes all earlier circulars on sponsored liquor. Rates of corkage payable to the Club on account of sponsored liquor is as below:-

- a. Liquor consumption below 2.5 lacs 66% of the value of liquor would be billed.
- b. Liquor consumption between 2.5 to 5 lacs 60% of the value of liquor would be billed.
- c. Liquor consumption between 5 to 7.5 lacs 55% of the value of liquor would be billed.
- d. Liquor consumption above 10 lacs 45% of the value of liquor would be billed.
- e. For Club events which have 100% member participation, the rates payable would be 50% of the above.

16 **Cancellation Rules:**

All cancellation advice to be given by the member in writing and acknowledgement taken from the Club Office. If the party is cancelled by the Member, the following charges shall be debited to Member's Account.

- (a) Before 72 hours No cancellation charges & advance will be refunded.
- (b) Before 48 hours 25% of the minimum guaranteed food bill shall be debited
- (c) Before 24 hours 35% of the minimum guaranteed food bill shall be debited
- (d) Less than 24 hours 50% of the minimum guaranteed food bill shall be debited
- (e) Less than 12 hours 80% of the minimum guaranteed food bill shall be debited

17 The Club decision shall be final and binding in all respects.

**RAJIV HORA
SECRETARY**