

SCIENCE CITY **ISO: SC/SOP/PR/CON/03(b)**
(National Council of Science Museums)
J.B.S. Haldane Avenue, Kolkata – 700 046

Other Conditions for use of Open Exhibition Ground in addition to the Clause No.1 to 33 of general terms and conditions for use of Convention Centre Facilities/Open Exhibition Ground in Science City

- i) Open Ground will be provided **as is where basis** & **as per our directed location.**
- ii) Necessary permission from **Amusement Tax Office of KMC, Pollution Control Board, Fire, Police** and other statutory authorities, viz. **Indian Performing Right Society, PPL, RMPL, Novex** Communications Private Limited (NOVEX) etc. for holding the programme in convention centre shall be obtained by the party and must be submitted to Science City, Kolkata seven days before the date of programme and shall keep Science City indemnified against any loss, compensation, damages sustained due to non-compliance of such statutory requirements by the Organiser. ***In the event of non-receipt of required permission/clearances, Science City reserves the right to cancel the allotment of booking and in such case the maintenance and service charges deposited with Science City shall be forfeited.***
- iii) You have to make your own arrangement for taking connection and distribution of power for your entire programme at your own cost directly from CESC or other sources, under intimation to this office.
- iv) You have to make your own arrangement towards obtaining Insurance like Standard Fire or any other type of fire and special perils insurance coverage, burglary and housebreaking cover, risk of public liability, etc. and submit those copies to Science City 10 days before the actual booking date.
- v) ***It is mandatory to keep Fire Tender vehicle at the Open Exhibition ground during the booking slots. In addition, it is mandatory to keep sufficient number of Fire Extinguishers in the stalls fabricated inside the hangers/pandals/structures. Cost for arranging all these items are to be borne by the organizer of the event.***
- vi) Science City authority does not have any liability regarding theft, pilferage, loss, damage, fire etc. of your items/materials.
- vii) Necessary Security & Conservancy arrangement for the Exhibition are to be made by you at your own cost.
- viii) Necessary drinking water arrangement for the exhibition area of Science City has to be made by you at your own cost.
- ix) **Food/Hot beverages/ cold drinks and ice-creams etc. required to be consumed can only be served at earmarked dining places by any good quality F&B vendor after registration with Science City.**
- x) In order to maintain security & safety of Science City area, a makeshift barricade has to be provided by you at your own cost. The exact spot of such barricading shall be shown by our authorized representative.
- xi) You have to make your own arrangement for erecting temporary Bio-toilets at your own cost and to clear the area after the programme at your own cost.
- xii) You have to make your own arrangement for erecting temporary kitchen counter at your own cost at the designated place in the open ground for cooking of food for your labours and other persons and you should also arrange for cleaning the area on regular basis during your booking slot. Cooking should only be made by using LPG gas *and using of other fuel items for cooking are strictly not allowed. Further, you have to make your own arrangement for LPG gas and other accessories at your own cost.*

- xiii) **Actual layout** of Hangers/Pandals/Structures etc. to be erected with dimensions i.e. site plan of the said programme is to be submitted to Science City, Kolkata before commencement of work.
- xiv) The Open Ground made available for exhibition etc. should be cleared off from the garbage and other waste materials generated during the exhibition and booking schedule in regular intervals upto the satisfaction of Science City authorities, *otherwise Security Deposit amount will not be refunded.*
- xv) It is mandatory to put VAT at the designated place in the open ground during your booking schedule at your own cost so that waste materials and garbage items, duly generated in your event, should be kept therein regularly. ***Further, it is also absolutely necessary on your part to arrange for cleaning off the garbage and waste items regularly during your booking schedule in order to keep open ground and its surroundings areas in hygienic and clean condition.***
- xvi) Ground maintenance charges Rs.10,000/- (Rupees Ten thousand only) shall be charged over and above the revised ground charges in case you fail to remove all your materials and clean the ground after the programme to the satisfaction of Science City authorities.

I have read, understood and accepted the above terms & conditions stated in the Sl. No. (i) to (xvi)

Date:

Place:

Phone:

Email:

Signature & Name of the authorized person of the
Organizer of the event affixing official stamp