

## RULES & REGULATIONS

- The Premises will be available only from 6.00 AM on the day of function till 6.00 AM of the next day of the function. Under no circumstances, shamianas, furniture etc. will be allowed to be put earlier than the specified time. Full charges per day may be levied if they occupy the premises other than the booked date.
- In order to avoid disturbance to the residents of the colony, loud music/ band / loudspeaker/ mikes will not be permitted. Band is not allowed inside the main entrance of the colony. Playing of band, loud music, loud speakers etc and noisy generators are strictly prohibited. Non-observance of this condition would lead to serious repercussion, such as switching off of electricity supply, forfeiture of full security deposit, imposition of penalty and if considered necessary lodging complaint with police.
- No decoration etc. will be permitted on the road from the club to main gate as they obstruct the roads for strict compliance. D.J will not be allowed after 10. PM.
- In case expected gathering is more than 300, Valet parking should be provided during the function.
- Electricity connection for the function held in lawn shall be provided by genset arranged by the party. The genset should be of silent types. However, noisy generators are strictly prohibited. In case noisy generators are used, the full security amount is liable to be forfeited. General lighting inside the Main Hall shall be provided by the club. In case of any failure of electricity, club shall not be responsible & no refund on this account shall be made by club. Electricity for the club building shall be provided by the club. Electricity connection for the Lawn shall be arranged by the Tentage/Caterer. However if they used the electricity of the club they will have to pay Rs. 5000/- for function up to 20 KV.
- Entry of Caterers & Decorators shall be allowed only from Out Main Gate & Kitchen area gate.
- Whenever hall is booked by the party, entry shall not allowed from reception area.
- Utmost care must be taken to prevent damage to the club lawn in the fixing of shamianas, handling of furniture etc. kindly ensure the following:
  - No digging allowed inside lawn.
  - No wooden poles will be allowed.
  - No carpets will be allowed on the grassy area.
  - Tandoors will not be kept in the center, only on the side from where food is served.
  - The party along with the contractor should meet the club authorities well in advance to make necessary arrangements.
  - Food counters are not allowed inside main hall except Green room.
  - Nails, flower decoration etc. are not allowed to put in the club buildings.
  - When hall is booked by Party, no Tentage allowed inside the lawn area
- Arrangement will have to made to have club premises, including the kitchen area cleared on the night of the marriage itself. The caterer should ensure that no noise is made while removing his belongings.
- Since this Rly. Club is within the Railway Colony therefore, Parking of Commercial vehicle within the colony is strictly prohibited. Chauffeur driver vehicle shall not be parked within the colony. Parking of vehicle in front of gate of residents is strictly prohibited.
- In case of cancellation, the following deduction will be made from the booking charges :
  - For less than 6 months from the date booking - 25%
  - For less than 3 months from the date of booking - 50%
  - For less than 3 weeks from the date of booking - 75%
  - For less than 1 weeks from the date of booking - Full amount
- **Registered caterers on our list are as under,**
  - Continental Caterer : 9899477313 (Sudhankar Khanna)
  - Capital Caterers : 9810137468 ( Monte )
  - Kay 3 Events : 9717054321 (Rohit Sood)
  - Chimney Cottage : 9811964548,9899068951 (Vinod Gupta)

### Outside Caterer & Tentage charges:

Members ( Regular/Life )	Rs. 4500/- + 18% GST each for catering & Tentage per function
Other Rly. Officer and Associate Members.	Rs. 13000/-+ 18% GST each for catering & Tentage per function
Friends and Relative of Members	Rs. 21500/-+ 18% GST each for catering & Tentage per function

### Booking charges:

Booking area	Regular/ Life member	Associate Member & Other Railway Officers (JA- Grade & Above)	Other Officers Friends & Relative of Members **
Lawn	20060 (Incl. GST)+10000*	30090 (incl.GST)+15000*	150450 (incl. GST)+20000*
Hall-1	10030 (incl. GST)+2000*	20060 (incl.GST)+5000*	50150 (incl. GST)+10000*
Hall-2	10030 (incl.GST)+2000*	20060 (incl. GST)+5000*	50150 (incl. GST)+5000*
Green Room	2006 (incl. GST)	5546 (incl. GST)	11092 (incl. GST)

**NOTE:.**

\* The Security deposit would be refunded after satisfactory compliance of all condition and for leaving the club in a clean State.

\*\* Friends & Relative of Members booking shall be done strictly on selective basis.

**Cheque should be in favour of “The Railway Club” S.P.Marg, New Delhi-21”**

□ The confirmation of booking shall be subject to realization of Cheque/DD. In the case of any unforeseen event, club administrative reserve the right to cancel the confirmed booking also and in that case complete payment shall be refunded.

### **\* Membership Categories & Subscription Rate**

Type of Member	Eligibility	Admission fee	Yearly Subscription
Life Member	New Life Membership (age below 45)	Rs. 50150/- *	NIL
	New Life Membership (age 45 &above)	Rs. 40120/- *	NIL
	Retd. Rly. Officer (more than 60 yrs.)	Rs. 30090/- *	NIL
	Retd. Rly. Officer (more than 70 yrs.)	Rs. 10030/- *	NIL
	Retd. Rly. Officer (more than 80 yrs.)	Nil	NIL
Regular Member	Serving &	Rs. 10030/- *	Rs. 5015/- *
	Retd. Rly. Officer	Rs. 10030/- *	Rs. 3540/- *
Associate Member	Children of Rly. Officers	Rs. 50150/- *	Rs. 9062/- *

\* Membership Fees & other Fees are including GST @ 18%.

\*\*Regular members can obtain life membership.

\*\*\*(Admission Fee + Yearly subscription to be paid in advance for new member)  
Cheque should be in favour of “ The Railway Club” S.P.Marg, New Delhi-21

### **Rules & Regulations**

- 1. Regular/Life Club Membership is restricted to Rly. Officer of Serving & Retd. JA Grade & above only.**
- 2. Membership of Spouse/Children/dependents shall be as per pass rule only.**
- 3. Document in support of Rly. Officer is to be submitted alongwith the form.**
- 4. Admission fee+ Yearly subscription to be paid in advance except for Life Membership.**
- 5. Please affix one individual stamp size photograph of self, spouse & children for issuing identity cards**