



RIVERSIDE SPORTS & RECREATION CLUB

(REGD. NO.: S-28658)

Club Avenue
Mayur Vihar, Ph-I, Extn.,
Delhi-110091
Tel. : 22711986, 22714765
Website : www.riversideclub.in

Guest Room Booking Form

Member Name :

Membership Number :

Member's Address & Phone No. :

Number of Room required :

Date & Time of Arrival :

Name, Address and Exact Number of the
Guest(s) to be accommodated each room :

Advance Remitted towards Room Charge :

Security Dposit remitted :

UNDERTAKING

I have read the Operative Rules of the Club pertaining to Guest Room, printed overleaf, and undertake to abide by them.

I undertake to have the Room(s) vacated onwithout fail.

Date :

Signature of Member

(FOR OFFICE USE)

Allotted Room Number

Received Rs. as Room Charged and Rs. as Security Deposit

Receipt Number

Amount to be adjusted in Security Deposit if any : Rs.

Balance refunded : Rs.

Date:

MANAGER

RULES AND REGULATIONS GOVERNING THE USE OF GUEST ROOMS

- (a) The Guest Room(s) can be booked only by a Member of the Club.
- (b) At the time of booking, the room charge will be paid in advance in addition to Security Deposit of Rs. 500/- per room.
- (c) The security Deposit will be refunded after adjustment if any against breakage of Club property and/or any unsettled Bills of the guest(s) occupying the Room(s).
- (d) In case of cancellation of booking the advance will be refunded on the following basis :

75% of the advance will be refunded if the cancellation advice is received by the Club office in writing at least three days in advance of the date of booking and 50% in case of cancellations at shorter notice than three days but up to one day in advance. Cancellations thereafter will entail forfeiture of the entire booking amount. The security Deposit will however be refunded in full in all cases of cancellation.
- (e) The Check-in and check-out time will be 12 noon. If check-in is between 6 a.m. to 10 a.m. extra half day room rent will be payable. Subject to availability.
- (f) The guest room occupants can avail of the Restaurant and Bar facilities without any entry/guest charge. Of the other facilities they can avail of gymnasium and swimming pool only and that too on payment of pre-scribed charge of Guests.
- (g) No food/beverages are allowed to be brought into the Room from outside the Club.
- (h) Members who book the room will be liable for any loss or damage to Club property caused by their guests staying in the Room.
- (i) No unlawful activity will be allowed to be carried on in the Room(s). In such an event, the Guest shall be asked to vacate the Room.
- (j) The Restaurant, Bar and other Bills should be cleared in cash by the Guest then and there and no unsettled Bill should be left while checking out.
- (k) Vehicle will be allowed to be parked inside the Club compound after 11.00 p.m. upto 6.00 a.m. only the parking will be outside the Club at the owner's own risk.
- (l) No Club items will be removed and/or taken out of the room.
- (m) Maximum two persons are allowed to stay in one Room. In case of married couple two minor children will be allowed. However, extra Bedding can be permitted to be laid in the Room @ 100/- only.
- (n) The Guest Room occupant will ordinarily follow the Club timings and be back in the Room before the Club closes. However, in exceptional cases by prior intimation to the Club authorities, the Guest may return later than the closing time.
- (o) For any violation of these Rules and Regulations by the Guest the member concerned who had booked Room will be liable and pay penalty as decided upon by the Club authorities.

I agree to abide by the above Rules and Regulations.

Date

Member's Signature