



## **TERMS & CONDITIONS**

1) All payments should be made in favour of **“Alif Resources&Recreations(India)Pvt.Ltd”**

In the form of a Demand Draft.

**2) Shilpakala Vedika provides catering services in house. Out side catering is not allowed.**

3) The required permissions from the POLICE DEPARTMENT (BOTH LAW & ORDER AND TRAFFIC SEPARATELY) CYBERABAD shall have to be obtained by the organiser prior to the program and furnish a copy to “ShilpakalaVedika” before two days of the program. A minimum S.I and of 10 police personal bandobust arrangements should be done by the organizers. A meeting should be attended by the organizers at “Shilpakalavedika” office to discuss the Police bandobust arrangements, parking etc., on or before 2 days of the event. Failure to produce the permission would entail cancellation of the allotment before the commencement of the program.

4) Service tax [Extra@10.30%\(Applicable](#) as on date)

5) Venue Booking is not transferable. However a one-time postponement of booking date is acceptable

6) Row No. ‘E’(1to42) is allotted to “Shilpakalavedika” Management and the entry passes should be handed over to the Management two days before the function

7) The agenda of the event should be handed over to the management of SKV before two days of the event.

8) Any type of fire works are not allowed in the premises of shilpakalvedika. The seating capacity of the Auditorium is 2000 (Two thousand only) and hence the invitations should be restricted to two thousand only. Entries will be allowed against invitation cards only. The organizer should demonstrate different invitation cards before “Shilpakalavedika” management on or before two days.

9) No Heavy equipment will be allowed on the stage.

10) NO eatables or drinks are allowed inside the main Auditorium.

11) Smoking & Spitting strictly prohibited.

12). Any type of water works not allowed inside the auditorium.



- 13) Pasting or sticking of posters, banners or any advertisement material will NOT be allowed to be put inside the auditorium including the foyers, excepting at the areas specified for the purpose. Only one banner at the main gate and one each at the side railings at the entrance main door will be allowed. NO display objects shall be allowed in the pathways, near the main entrance or inside the foyers and on the stage of the auditorium.
- 14) NO party will be allowed to handle the auditorium property or fixtures without the consent of the Shilpakalavedika Management. The party, hiring the auditorium shall be responsible for all losses/damages to any auditorium property. The management shall NOT be held responsible for any losses/damages to the properties kept in the auditorium premises by the hirer.
- 15). NO additions/alteration/erections even of a temporary nature will be allowed in the premises, without the permission of the Management of Shilpakalavedika. NO heavy equipment or machinery will be allowed in the auditorium premises.
- 16).The hirer shall arrange for selling of tickets, posting of ushers and management of entrances. However, the security guards of the management will be posted at the entrance gates and inside the auditorium foyers for the general security and the safety of the premises.
- 17).The management also reserves the right to bar the entry of any person(s) or materials within the premises of the auditorium foyers or green rooms etc., if the same are considered undesirable in the public interest.
- 18).**The entry for the function is to be through entry passes only. The hirer should not issue the entry passes for the function in excess of the seating capacity(2000). Invitation to public through Scrolling in TV's / announcement through media not to be encouraged, as it leads to over crowding in the Auditorium and damages to the Auditorium property. Over crowding of the Auditorium attracts penalty.**
- 19). The Management, Maintenance & Security staff of SHILPAKALA VEDIKA has the right to inspect/ advise /restrict at any time, any type of activity which is being carried out in the SHILPAKALA VEDIKA premises by the hirer (client) which is detriment to the objectives laid out by the SHILPAKALA VEDIKA management.



- 20). Backdrop and any banners will be self supported and carpet is mandatory wherever it is required. In Shilpakalavedika auditorium POP works are not allowed without any written permission from Shilpakalavedika manegment.
- 21) The Tariff for any of the above Venues is for 10 hours slot only, including setup & clearance time.
- 22) Paper blasting are not allowed in side the auditorium.
- 23)Vehicles (two wheeler ,Three wheeler or four wheeler) are strictly not allowed in side the Auditorium
- 24)Dancing such as dancing with stick, Tap dancing, naked fire may disturb the stage and hence are not allowed on the stage.
- 25) Seating should be issued according to the numbering given by the management of the “ SHILPAKALAVEDIKA ”, first come preference will not be allowed, for the Convenience of the Guest
- 26) Tent house material like tables,chairs,carpets will not be provided by shilpakalavedika management.we recommend the hirer to take steps to get the arrangement of same.
- 27) Customer is responsible for taking the required permissions like PLOICE,PPL,IPRS,FIRE or any others For the event and no such steps will be taken by shilpakalvedika for the same.
- 28) Non-compliance of the above Terms & Conditions may amount to cancellation of the event /Damages may be levied upon or both.**