

GRAND SUBANG

PARTIES/FUNCTIONS BOOKING APPLICATION FORM

Area :	Multipurpose Hall ()	BBQ ()
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Owner's Particulars

Owner Tenant
Name :
Parcel No. :
Contact No. :

Booking Detail

Date : _____
Period of Booking : **a) BBQ** : 8a.m-12p.m 1p.m-5p.m 6p.m-10p.m
b) Multipurpose Hall : _____ Hours (From _____ to _____)
Purpose : Dinner Reception Birthday Party Other: _____
No. of Guest : _____ ppl (Please advise on Guest Car registration Number **3 days** in advance)

Payment Detail

a) BBQ : Deposit (Refundable) : RM200.00
Equipment Rental : RM100.00
b) Multipurpose Hall : Deposit (Refundable) : RM500.00
Electricity Charges : RM50.00/hour x _____ Hours = RM _____

TERMS & CONDITIONS

1. All reservation shall be treated on a 'first-come-first-served' basis. However, The Management reserves the right to reject/ not to permit such reservation if it causes inconvenience to other Residents.
2. Users are require to ensure that venue is left in a clean and satisfactory condition.
3. All the users of the facility shall refrain from making excessive noise which will disturbing the residents.
4. Any damage to the facilities will be responsibility of the applicant and shall indemnify to The Management; The deposit shall be deducted or forfeited if necessary.
5. The Management, its agents and/or employees shall not be held liable in any manner whatsoever for loss of or damage to any personal property or injury to or death of any person in the premises and the party at fault shall fully indemnify The Management in due course.

Applicant's Signature
Date:

FOR OFFICE USE ONLY

Attended by: Date: [Front liner]	Approved by: Date: [Manager]	Acknowledged by: Date: [Security Officer]
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