

FACT SHEET: Conference Call Services (Revised: 26 November 2013)

FEATURES

- Can involve over 375 parties simultaneously in a single Conference.
- Parties could be spread over multiple locations within your city, within your country or internationally, including a combination thereof.
- **Equipment Description:** Polycom Sound Station 2 with display, Upto10-feet (3.5-meter) of 360-degree microphone coverage, Resists interference from mobile phones.
- **The different types of Conference Calls available**
 - **Dial-In Conference Call** (Customer who has booked the Conference pays only for the Participants' Bridge Usage Charges while the Call Charges are borne by each individual Participant).
 - **Dial-Out Conference Call** (Customer who has booked the Conference pays for all the Participants' Bridge Usage Charges as well as Call Charges).

ELIGIBILITY

- The Meeting Room shall be available for conducting meetings, discussions and Conference that are related to science, technology, entrepreneurship, business/venture development, education and some related activities.
- The management of the Venture Center shall exercise judgment in making available the Meeting Room with conference service to applicants ensuring that activities held at the Meeting Room are in sync with intellectual environment and brand equity of the NCL Innovation Park.

TERMS

- **PAYMENT TERMS**
 - Reservation and booking of the Meeting Room with conference service shall be strictly against full payment in advance.
 - Payment is acceptable by DD or cheque payable in Pune or at Par or could be deposited directly into the Venture Center's bank account.
 - Booking once made shall be non transferrable or payment made thereof shall be non-refundable.
- **USAGE TERMS**
 - Any extension of time shall be depending upon the next schedule. The extension may be normally permitted if possible considering the schedule and other requirements.
 - Food is not allowed inside the meeting room. Client may put up a request in advance with Venture Center administration to be allowed to do so.
- **OTHER TERMS**
 - Applicant/ user shall not (intentionally or otherwise) do anything to suggest that the Venture Center or NCL as being party to the activities planned at the Conference services.
 - Applicant/ user shall ensure that the Venture Center's property in the Meeting Room is not damaged in any way and that the Room and its surrounding is left clean at the end of the event.
 - Any damage to the property in Meeting Room or conference equipment shall be made up as per the prevailing costs without *demur* by the user.

PRICING

Dial-In Call	Dial-Out Call
VC service charge - Rs 500	VC service charge - Rs 500
Port charges - Rs 200/ hr/user (applicable for conference calls)	Port charges - Rs 200/ hr/user (applicable for conference calls)
Local/ STD - Rs 200/ hr	Local/ STD - Rs 200/ hr/user
	ISD - Rs 600/ hr/ user

No discounts applicable.