

## FACT SHEET: TRAINING ROOM (Revised: 2 April 2014)

### FEATURES

- AC room with 60 Writing pad chairs and additional 20 chairs for seating 80 people
- Room has an arrangement for three small breakout tables for group discussion
- Lecture Podium, green chalk-board(15' x 4'), pull-down projection-screen, trolley for LCD projector
- LCD projector available on advance request
- Generator back up for lights and selected power plugs
- Lounge area will be made available for tea and snacks arrangements on advance request
- NCL Innovation Park's serene and elegant environment, free parking, campus amenities
- Basic utilities including electricity and water are included in the price

### ELIGIBILITY

- The Training Room shall be available for conducting activities 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 Training Room to applicants ensuring that activities held at the Training Room are in sync with intellectual environment and brand equity of the NCL Innovation Park.

### TERMS

#### PAYMENT TERMS

- Training room shall be booked upon receiving **full payment in advance**
- **Fully refundable deposit of Rs. 5000** shall be collected to safe-guard any loss or damages
- For long-term contract training room shall be booked upon receiving **6 months payment in advance**
- Booking once made shall be **non transferrable**
- Payment accepted in form of **Cash, Online Bank Transfer, DD or Cheque**
- DD/Cheque payable to "**Entrepreneurship Development Center**" at Par, **5 days** prior to the event
- Payment made thereof shall be **non-refundable**

#### USAGE TERMS

- Any extension of time shall be subject to additional charge and availability
- **No food or drinks** allowed inside the training room

#### 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 training room.
- Applicant/user shall not represent themselves as incubatees of the Venture Center.
- Applicant/ user shall ensure that the Training Room or adjacent property is not damaged in any way and that the Room and its surroundings are left clean at the end of the event.
- Applicant/user shall ensure that the Foyer area is left clean if the client has used it to arrange tea and snacks. The disposal of waste in the foyer area shall be the responsibility of the user.

### PRICING

|  | 8 Hours                          | 4 Hours                          | 2 Hours                          | 1 Hour                          |
|--|----------------------------------|----------------------------------|----------------------------------|---------------------------------|
| <b>Working Hours</b><br>9am to 5pm<br>Mon-Sat    | <b>INR 8000</b><br>(Savings 20%) | <b>INR 4250</b><br>(Savings 15%) | <b>INR 2250</b><br>(Savings 10%) | <b>INR 1250</b><br>(Savings 0%) |
| <b>Non Working Hours</b><br>After 5pm<br>Sundays | <b>INR 9600</b><br>(Savings 20%) | <b>INR 5100</b><br>(Savings 15%) | <b>INR 2700</b><br>(Savings 10%) | <b>INR 1500</b><br>(Savings 0%) |

**Please Note:**

- ❖ Hourly rates of relevant event space prevail if there are extensions.
- ❖ No discounts are applicable for Non working hours (after 5pm)
- ❖ Only one discount may be availed at a time.
- ❖ For standard discounts, please visit <http://www.venturecenter.co.in/discounts.php>
- ❖ IT / Events desk staff available at an additional charge of Rs. 200 per person per hour.
- ❖ In addition to the prices stated above, service tax shall be charged at prevalent rates.

*Optional Services:*

Wifi connection – Rs 150/- per connection per day

Pointer – Rs 100/- per day