

## FACT SHEET: GARDEN MEETING ROOM

(Revised: November 2024)

### FEATURES

- Meeting Room seats 6 persons
- Few more off table seating arrangement possible
- Room has a Meeting table with chairs (wheels and arm-chairs) for group discussion
- Generator back up for lights and power plugs
- 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 Meeting Room shall be available for conducting meetings and discussions 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 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

- Meeting room shall be booked upon receiving **full payment in advance**
- For long-term contract the 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 meeting 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 meeting room.
- Applicant/ user shall ensure that the Meeting 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 area is left clean if the client has used it to arrange tea and snacks. The disposal of waste in the meeting area shall be the responsibility of the user.

## PRICING

|   | 8 Hours                          | 4 Hours                          | 2 Hours                          | 1 Hour                         |
|---|----------------------------------|----------------------------------|----------------------------------|--------------------------------|
| <b>Working Hours</b><br><b>9am to 6 pm Mon-Sat</b>              | <b>Refer Note below</b>          |                                  |                                  |                                |
| <b>Non Working Hours</b><br><b>After 6 pm</b><br><b>Sundays</b> | <b>INR 4160</b><br>(Savings 20%) | <b>INR 2210</b><br>(Savings 15%) | <b>INR 1170</b><br>(Savings 10%) | <b>INR 650</b><br>(Savings 0%) |

**Please Note:**

- ❖ This meeting room is available free of cost to our residents during working hours of 9 am to 6 pm
- ❖ Hourly rates of relevant event space prevail if there are extensions.
- ❖ No discounts are applicable for Non-working hours (after 6 pm)
- ❖ Only one discount may be availed at a time.
- ❖ For standard discounts, please visit <https://www.venturecenter.co.in/discounts>
- ❖ IT / Events desk staff available at an additional charge of Rs. 200 per person per hour.

*Optional Services:*

Wifi connection – Rs 150/- per connection per day