



GUJARAT UNIVERSITY, NAVRANGPURA, AHMEDABAD - 380009

ATAL – KALAM PARK FOR INDUSTRIAL EXTENSION AND RESEARCH (PIER)

TERMS & CONDITIONS FOR THE GUJARAT UNIVERSITY FACILITIES AT ATAL-KALAM BUILDING

- 1. Application and Booking:** Gujarat University facilities are available for booking to organizations on request via email at least 72 hours before the actual event date. The applicant should provide specific details including the date, time, anticipated capacity, and a brief outline of the event, including the topic and keynote speakers. The requested space will be allotted based on availability and in accordance with Gujarat University's norms, upon receipt of 100% advance payment.
- 2. Purpose of Usage:** The facilities are intended for use in professional and corporate activities such as meetings, conferences, exhibitions, training sessions, and government events that are not in conflict with the mission and interests of Gujarat University. The spaces will not be available for any social functions, get-togethers, cultural activities, political/religious events, or any cast-based activities.
- 3. Direct Booking:** The booking process is direct, and only the end-user party may make reservations. No bookings by event management agencies or third-party mediators will be accepted.
- 4. Cancellation Policy:** In case of cancellation or date adjustment of the event, 20% of the total booking fee will be deducted. The decision regarding cancellation charges for frequent users of Gujarat University's facilities lies at the discretion of Gujarat University's management.
- 5. Facility Usage:** Users of the facilities must comply with Gujarat University's rules regarding decoration, catering, and use of supporting facilities like audio and video systems. Any damage to Gujarat University's property during the event will be assessed at current market rates, and the responsible party will be liable for the total cost.
- 6. Time Allocation:** The allocated space will be made available 30 minutes prior to the actual booking time. Any event exceeding its allocated time by more than 30 minutes will incur additional charges on a pro-rata basis per hour, subject to the availability of the space booked.
- 7. Responsibility for Belongings:** Patrons are responsible for their own belongings. Gujarat University will not be held accountable for any loss of valuables or theft.
- 8. Right to Cancel:** Gujarat University reserves the right to cancel any booking without providing a reason, particularly in the event of unforeseen circumstances. Should a specific event of Gujarat University necessitate it, Gujarat University may cancel previously confirmed bookings.
- 9. Right to Amend:** Gujarat University reserves the right to amend or revise these terms and conditions at any time, without prior notice.
- 10. Non-Disruptive Conduct:** All event participants must conduct themselves in a manner that does not disrupt Gujarat University's normal operations, disturb other Gujarat University guests, or damage the reputation of Gujarat University. Unruly or disrespectful behavior may result in immediate expulsion and future booking restrictions.



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- 11. Safety Compliance:** All users of Gujarat University's facilities must comply with safety regulations and emergency procedures, including fire safety rules, evacuation procedures, and any specific COVID-19 guidelines or other health protocols that may be in effect.
 - 12. Noise Levels:** Users must ensure that noise levels from their event do not disrupt other activities within Gujarat University or neighboring facilities.
 - 13. Accessibility:** Gujarat University's facilities are designed to be accessible to individuals with disabilities. Users should refrain from altering or blocking access paths, ramps, or other accessibility features.
 - 14. Non-Disruptive Conduct:** All event participants must conduct themselves in a manner that does not disrupt Gujarat University's normal operations, disturb other Gujarat University guests, or damage the reputation of Gujarat University. Unruly or disrespectful behavior may result in immediate expulsion and future booking restrictions.
 - 15.** In case of controversy / dispute, the jurisdiction of court will be Ahmedabad only.
 - 16. Use of Gujarat University's Name and Logo:** Use of Gujarat University's name, logo, or other branding elements in event promotion must be approved in advance by Gujarat University's management. Any misrepresentation of the event's affiliation with Gujarat University is strictly prohibited.
 - 17. Compliance with Laws:** Users must ensure that all activities conducted during their event comply with local, state, and national laws and regulations. This includes, but is not limited to, copyright laws, data protection and privacy laws, and laws governing alcohol consumption and sale.
 - 18. Force Majeure:** Gujarat University is not liable for any failure to perform its obligations if such failure results from acts of nature, fire, flood, earthquake, war, labor disputes, government requisitions, restrictions or war-time conditions, or any other circumstances beyond its reasonable control.
 - 19.** By booking a facility at Gujarat University, the applicant agrees to abide by these terms and conditions.
 - 20. Demand Draft drawn in favor of The Registrar, Gujarat University.**



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Name of Organization: _____

Address: _____

Name & Designation of Nodal Person: _____

Contact Number: (M) _____

Date of Event: / / **Time: Form:** _____ **To:** _____

Name of Event: _____ **Expected Number of Participants:** _____

Mention, if any VVIP/VIP Guest is Coming for the Event (With Timing) : _____

Facility: Please tick on appropriate box.

RATES FOR THE FACILITIES AT ATAL KALAM BUILDING

AREA	PART TIME (4 hours) BASIC RENT (Exc. of taxes)	PART TIME (4 hours) DEPOSIT	FULL TIME (8 hours) BASIC RENT (Exc. of taxes)	FULL TIME (8 hours) DEPOSIT
Auditorium (1 or 2)	15,000 + 5,000 Electricity	20000/-	25,000 + 10,000 Electricity	35000/-
Auditorium (Full)	25,000 + 10,000 Electricity	35000/-	50,000 + 20,000 Electricity	70000/-
Seminar Room	10,000 + 5,000 Electricity	15,000/-	17,500 + 10,000 Electricity	27,500/-
Round Table Conference Room	10,000 + 2,500 Electricity	12,500/-	17,500 + 5,000 Electricity	22,500/-
Board Room	7,500 + 2,500 Electricity	10,000/-	10,000 + 5,000 Electricity	15,000/-
Lounge	2,500 + 2,500 Electricity	5,000/-	5,000 + 5,000 Electricity	10,000/-
Small Meeting Room	1,000 + 500 Electricity	1,500/-	1,750 + 1,000 Electricity	2,750/-
Garden Front Left Side Atal-Kalam Building (F1)	5000 + Electricity	5000	7500 + Electricity	7500
Garden Front Right-Side Atal-Kalam Building (F2)	5000 + Electricity	5000	7500 + Electricity	7500
Garden Back Left Side Atal-Kalam Building (B1)	5000 + Electricity	5000	7500 + Electricity	7500
Garden Back Right-Side Atal-Kalam Building (B2)	5000 + Electricity	5000	7500 + Electricity	7500



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Garden Between Atal-Kalam Building and GUSEC Building	7500 + Electricity	7500	10000 + Electricity	10000
Parking Front Side Atal-Kalam Building (P1)	2500 + Electricity	2500	5000 + Electricity	5000
Parking Right Side Atal-Kalam Building (P2)	2500 + Electricity	2500	5000 + Electricity	5000
Plus, Extra GST AT 18%				

Date:_____Place:_____Sign :_____.

Amount received by cheque / D.D. number:_____.

Note: In the case of Event Hours Extended, then the charges for the Extra hours will be deducted from Deposit.

For Office use only

Whether all facilities (As mentioned in Table) are in working condition? YES/NO.

Details of Damage: _____

Signature of Program officer

Signature of Director/OSD

Signature of Coordinator