

## **TERMS AND CONDITIONS:**

The Science City auditorium is rented out subject to the following terms and conditions. The organizers in whose names the auditorium is booked shall be responsible for the observance of the terms and conditions:

1. The Caution Deposit, Auditorium Rent and other charges shall be deposited in advance in the name of “The Vice Chairman, Science City, Chennai” by means of Demand Draft.
2. The caution deposit will be refunded, after deducting the cost of damage, if any, reported by Auditorium Incharge of Science City.
3. Eatables, soft drinks will not be allowed inside the auditorium. Tea / Snacks / Lunch / Dinner will not be allowed inside the auditorium and will be allowed to be served only in the adjacent place of the auditorium with prior permission.
4. The auditorium can be taken over by the organizers two hours prior to the scheduled program and handed over back immediately after the program is over. Cleanliness shall be maintained in and around the auditorium by the organiser.
5. Arms or any other inflammable materials will not be allowed inside the auditorium.
6. a. Smoking / use of Liquor / chewing of betel leaf (poar) is strictly prohibited both inside the auditorium and within the campus of the Science City.  
b. Bursting of Crackers are not allowed in the Science City campus.
7. No posters, stickers, wall papers etc., shall be pasted on the walls of the Auditorium / Chairs and no nail shall be used in the stage screen of the Auditorium.
8. Political and religious meetings are not permitted.
9. The organizer of the program / function shall be responsible for the safety of life of participants and property inside the auditorium / the campus of Science City and indemnify any loss / damage caused.
10. Postponement of the programme may be permitted only one time subject to the availability of hall with prior notice. 10% of the total rent shall be levied as postponement charges for the second time. For cancellation of booking, 20% of the rent shall be levied as cancellation charges from the total rent remitted.
11. The Science City reserves the right to cancel the booking of the auditorium at any time without assigning any reason thereof.

12. The organizers of the programme should not use either the Science City crest (Emblem) or the Science City photograph etc., in any manner in their advertisement for the benefit of their programme to be conducted in the Science City Auditorium.
13. The accommodation should be limited within the capacity of the Auditorium and it should not be over crowded under any circumstances.
14. The Science City will not be responsible for the interruption and failure of electricity supply by the Tamil Nadu Electricity Board due to unforeseen situation.
15. Programme should be completed within the stipulated time.
16. Advance booking for auditorium may be permitted within three months time.

Vice Chairman