

VISHWA YUVAK KENDRA

(A UNIT OF INDIAN YOUTH CENTRES TRUST)

Circular Road, Chanakyapuri, New Delhi - 110 021

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Rates w.e.f. 10th September, 2011			
ACCOMMODATION		CONFERENCE HALLS	
(Check in/Check out 12 Noon)		(09:30 a.m. to 05:30 p.m.)	Extra Per hr.
Rooms	₹ 2600/- per day*	Ramakrishna Bajaj Conference Hall (AC)	₹ 17000/-
(with bed tea)	₹ 1000/- per day for extra bed*	(250 pax. Addl 200 pax at extra cost) (8 hrs.)	2100/-
Dormitory (AC)	₹ 500/- per bed per day	Seminar Hall I (AC)	₹ 9000/-
(For Group Bookings)	(inclusive of service charges)	(80 pax) (8 hrs.)	1100/-
A membership fee of ₹ 50/- per person for rooms, and ₹ 10/- per person for dormitories would be charged on the first day (valid for 28 days) * Applicable Tax Extra.		Seminar Hall II (AC)	₹ 7500/-
		(40 pax) (8 hrs.)	900/-
OTHER INFORMATION		OTHER INFORMATION	
<ul style="list-style-type: none"> Telephone call facility in every room @ ₹ 4 per call (60 seconds). Dormitories are separate for men and women. Tentative bookings can be made at any time. These will be confirmed on receipt of appropriate advance payment by cash/draft/cheque. The draft/cheque should be drawn in favour of "VISHWA YUVAK KENDRA" CANCELLATION CHARGES 		<ul style="list-style-type: none"> Above charges include 10% service charge & PA System. Additional charges @ ₹ 2100/- per hour for Ramakrishna Bajaj Conference Hall & ₹ 1100/- per hour for S-1 & ₹ 900/- for S-2 would be levied for use of facilities beyond 8 hours. (Bookings should not extend beyond 9 p.m.) Bookings will be confirmed only on receipt of full payment in advance. Tape/Video recording facilities, Overhead Projector, LCD, Laptop, Desktop etc. are available on payment basis. CANCELLATION CHARGES 	
<ul style="list-style-type: none"> More than 30 day's notice No deduction 30 days or less 1 day's retention charges 		<ul style="list-style-type: none"> Six week's notice No deduction Between 4 & 6 weeks 25% deduction Between 1 & 4 weeks 50% deduction Less than 7 day's notice 100% deduction 	

RIGHT OF ADMISSION RESERVED

*The above rates are subject to change without prior notice at the discretion of management.

Rules for booking the Conference Halls	Rules for the Hostel
<ul style="list-style-type: none"> The Ramakrishna Bajaj Conference Hall has a capacity of 400 pax. 250 chairs will be provided and additional chairs will be provided at user's cost. No general body meetings, press conferences, religious and sectarian programmes, training, business or commercial programmes are allowed. Any film/video screening as part of the programme should be only of those films which are duly censored or for which special licence from concerned authorities have been obtained For music/dance programme, proper licence should be obtained from the concerned authority, such as DCP (Licensing). Decorations, posters etc. are not allowed in the meeting places or anywhere in the Kendra. A banner may be displayed in the meeting place only. Sale of brochures, posters, or any other materials is not permitted. Sale-promotion advertisements are also not permitted Users will not use Kendra's postal address or telephone numbers for their business or for other office purposes or for advertising. Catering facilities are provided at the Kendra. Catering Manager may be contacted for details. Outside food is not allowed. If admission to the programme is by tickets, exemption from payment of entertainment tax has to be obtained from the appropriate authority of Delhi or other concerned authorities, in advance. The sponsors of the function will make good any damage caused to the Kendra's properties by themselves, their agents, performers, guests or audience during the course of the function or otherwise. The Kendra will not be liable for any loss suffered by the users due to failure of electricity or on account of riot, fire, theft, earthquakes or acts of war. 	<ul style="list-style-type: none"> Check in / Check out time is 12 Noon Visitors are not allowed in the rooms Liquor consumption is strictly prohibited in the premises Smoking is strictly prohibited in the premises VYK expects extremely high standards of conduct from all hostel occupants, customers and visitors VYK does not accept responsibility for any loss, damage, illness or injury sustained by any hostel occupant, customer or visitor. Complaints about accommodation and service may be made to the Duty Receptionist, Housekeeper or Hostel Supervisor. Complaints about food may be made to the Catering Manager. Any other complaint can be addressed to the Director, Vishwa Yuvak Kendra, and can be left with the Duty Receptionist. Do mention your name, address and telephone number on such complaints.
	Fire and security drills and precautions
	<ul style="list-style-type: none"> All lights, fans, coolers and air conditioners are to be switched off when leaving the rooms Do not smoke in the rooms On hearing the fire alarm siren, all are to rush down the central stairs to the open lawns To ensure security and safety, VYK Staff will carry out inspection of the premises and rooms anytime of the day and night. He is not to be hindered in carrying out these inspections.