

**RENTAL FORM 2019
(OPEN SPACE AREA OPPOSITE BUNGALOW)**

1. Please fill in and submit a copy of the completed form send a copy to banquetsales@chevrans.org.sg
2. Upon acceptance of the booking request, our Sales & Marketing team will contact you regarding the confirmation of your booking and instructions for e-payment and *information will be filled up.
3. All applications are to be submitted at least 7 days prior to the rental and full payment to be made within 3 working days upon receiving confirmation of your booking to secure the rental.
4. Please refer to the Terms & Conditions for more information.
5. For enquiries, please contact our Sales & Marketing team at 6668 8865/70/67/68/69.
6. A **\$20** handling fee will be waived if the viewing space, and application and payment of the booking is done entirely online, which includes the following: **1) Viewing of open space 2) Submission of this booking form via e-mail 3) Transfer of full payment and security deposit via bank transfer.**

Personal Particulars									
Full Name (As in NRIC)				NRIC no. (last 4 digit)					
E-mail Address				Date of Birth (DD/MM)					
Mobile no.				Time Event <i>*before 11pm (Max 4 hour)</i>					
Date of Rental									
Dimensions: 24m x 16m (Please refer to the appendix for picture reference)									
Chalet / Bungalow Unit (Please tick where applicable)									
<input type="checkbox"/> 1	<input type="checkbox"/> 2	<input type="checkbox"/> 3	<input type="checkbox"/> 4	<input type="checkbox"/> 5	<input type="checkbox"/> 6	<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> C	
Non-Peak Period (Mon – Thu, excl. eve of PH and PH) (Please tick where applicable)				Peak Period (Fri – Sun, eve of PH and PH) (Please tick where applicable)					
Member		Public		Member		Public			
<input type="checkbox"/> \$140.00		<input type="checkbox"/> \$180.00		<input type="checkbox"/> \$180.00		<input type="checkbox"/> \$220.00			
Declaration									
<input type="checkbox"/> I have read, understood, and agree to comply with the Terms & Conditions, and Rules & Regulations as indicated in the form.									
_____				_____					
Signature				Date					
Sub-total									
Prevailing Government Taxes									
Handling Fee						\$20.00 nett (waived / not waived)			
Grand Total (Nett)									
Details of bank transfer reference number, date of the transaction and amount paid must be provided from client									
Acknowledge (name) & Date						Receipt number (from Club)			

TERMS & CONDITIONS

A. DEFINITION

1. "The Club" refers to The SAF Warrant Officers And Specialists Club.
2. "The Customer" refers to the contracting party who signs this agreement which includes, but is not limited to, corporate entities, SAF units, and members of the public.

B. BOOKING & PAYMENT

1. **Booking:** Booking applications will only be processed when the Booking Form is completed and submitted to the Club.
2. **Payment:** All payment shall be made in Singapore dollars. Payment is to be made via bank transfer in full amount. Please furnish us the date of the transaction and reference number as proof of payment. (to be submitted at least 3 working days before the event)

3. **Bank Details**

Bank Account Name: SAF Warrant Officers & Specialists Club

Bank Name: OCBC Bank Ltd

Branch: North Branch

Address: 460 North Bridge Road #01-00

Singapore 188734

Bank Code: 7339

Branch Code: 503

Bank Account No: 503-021818-001

Swift Code: ocbcsgsg

C. CANCELLATION & POSTPONEMENT

1. The Club will not entertain any requests for refunds or amendments to the booking of the form, including cancellation or postponement, once payment has been made.
2. Upon confirmation, all bookings are not transferable under any circumstances.

D. WET WEATHER

In the event of inclement weather, prior to or during the time slot booked, the Club will not entertain any requests for refunds or postponement; under such circumstances, the Club shall not be responsible for providing alternative venue.

E. INDEMNITY

The Customer shall indemnify the Club for any damages or losses arising from grievances, accidents, injuries, dissatisfaction, or negative experience due to external factors which may involve elements of nature (e.g. insects), forces of nature, unnatural occurrences, emergencies, or acts of God.

F. OTHERS

The Club reserves the rights to amend the terms and conditions stated in this document at any time without prior notice.

Acknowledged by

THE SAF WARRANT OFFICERS AND SPECIALISTS CLUB

RULES & REGULATIONS

<ol style="list-style-type: none">1. The Customer is required to conclude his or her event depending on the chosen time slot. No time extension is allowed.2. The Customer is responsible for maintaining the cleanliness of the common area.3. All activities are to be restricted to the vicinity of the assigned area. Any forms of loud music, excessive noise, or sound amplification equipment are prohibited. The Customer shall be responsible for maintaining control over the noise level of his / her activities, and take measures to avoid causing any disturbance, or be a nuisance to other visitors in the club.4. The Customer is responsible for the conduct and behaviour of his or her guests, and shall ensure they maintain an acceptable level of noise and orderliness, and observe the rules and regulations of the Club at all times.5. No pets are allowed in the surrounding area.6. The Club reserves the rights to take appropriate actions, as it deems fit, against anyone found to have infringed the rules and regulations of the Club, or the terms and conditions stated in this document. Such actions include immediate stoppage of all activities, evicting the Customer or guests deemed to have behaved in a disorderly manner or cause excessive disturbance to other visitors in the club, and cancellation of the booking without refund.7. In accordance with the regulations of the Ministry of Environment, smoking is not permitted in the vicinity of the common area. Smoking is permitted at designated smoking areas within the club.	<ol style="list-style-type: none">8. The Club reserves the rights to amend the terms and conditions stated in this document at any time without prior notice.9. Tables & chairs are not permitted to place at the open space area.
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Acknowledged by

APPENDIX

