The Secretary,
Amar Singh Club
Jammu

Sub:- Reservation Of Room

Dear Sir,

1. I request you to kindly book_____ Rooms in the Club as per the following programme:

Date & Time (Check- in)	Date & Time (Check Out)	Total No. Of Days Stay	Total No. of Guest

2. The entire Bill shall be paid by me/my guest except complete Room Rent, which is ready paid by me in advance.
3. The Name and Address of my guests are as follows:-
   a). b).
   c). d).
   e). f).
4. I will stand fully responsible for any damage or loss caused to the Club property inadvertently or otherwise and Violation of the Club rules by me /my guests.
5. Terms and Conditions:-
   1. Check-out time will be before 12:00 O'Clock and no overstay will be permitted under any circumstances ,since the next booked party cannot be denied right to accommodation since confirmed by Club authorities.
   2. Either the member or guest concerned will be liable to make the room rent payment in advance and rest of the bill on vacation of the room by the member or guests. The member will be billed accordingly, if the guest fails to make the payment for any reason, what so ever.
   3. It will not be binding on the part of Club to run Generator in the event of power breakdown/ Curtailment.
   4. CANCELLATION OF BOOKING RULES:-
      i. In case intimation in writing is received more than 48 hours from the date of booking –full refund
      ii. In case intimation in writing is received more than 21 hour and less than 24 hours—75% Refund
      iii. In case intimation in writing is received less than 24 hours—50% Refund
      iv. In case no intimation is received------- No Refund

6. I undertake to abide by the Club rules, terms and Condition set above

Yours Sincerely.

Signature of Member_____

Name of Member, Amar Singh Club Affiliated Club_____

Membership No._____ Contact No._____
Name of the Affiliated Club_____

I have personally checked the identity Card of the Member Affiliated Club/Amar Singh Club, and his Identity has been established.

Signature of Booking Authority

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