

## Terms and Conditions

### **1. General Booking Rules**

- a. Available for booking by Corporate entity.
- b. All bookings shall be on a first-come-first-serve basis and subject to availability. Priority will be given to corporate booking who make full payment.
- c. Corporate user may write in via email to [carc\\_staff@carc.org.sg](mailto:carc_staff@carc.org.sg) not more than 3 months in advance.
- d. Corporate user to make payment prior to facilities utilization.
- e. Corporate user shall use facility in accordance with their booking details and timing (inclusive of set-up & tear-down) and shall vacate the facility at the expiration of your booking time. Otherwise, additional charges applicable in blocks of 30 mins.
- f. Minimum 2 hours booking
- g. The use of CARC facilities is governed by the provision of CARC and any other rules and regulations which may be implemented from time to time.
- h. Corporate user is required to ensure the facility is clean and neat after usage.  
All trash is to be cleared & furniture reinstated by user before leaving.

### **2. Payment & Refund**

- a. Payment of facilities booking can be made via paynow to CARC UEN: S90SS0083D or at CARC reception.
- b. Invoice may be requested via email to [carc\\_staff@carc.org.sg](mailto:carc_staff@carc.org.sg)
- c. Corporate user to make payment for facility prior to facility usage.
- d. There will be no refund of payment for facility. A one-time reschedule of booking is applicable within 3 months from date of cancellation. Write in via

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email to [carc\\_staff@carc.org.sg](mailto:carc_staff@carc.org.sg) or alternatively call CARC hotline @ 6542 9001.

- e. In the event CARC have to cancel Corporate user booking where the facility is unusable due to reasons such as repairs and/or maintenance, CARC reserve the right to grant corporate user a replacement booking.

### **3. Food & Beverage**

- a. No outside food and beverages are permitted at Club facilities. For F&B and catering services, user may contact CARC Café, Juressa @ 9111 8886 or alternatively via email: [onestorypl@gmail.com](mailto:onestorypl@gmail.com) .

### **4. Conduct**

- a. Corporate user and attendees shall conduct themselves appropriately when using the facilities. CARC reserve the right to refuse those who are difficult and/or uncooperative, or whose act and conduct we deem to be unreasonable & detrimental to the enjoyment, interests, well-being and safety of the other users.
- b. Corporate user and attendees shall abide by all reasonable requests made by CARC.

### **5. Indemnity**

- a. By using CARC facilities, corporate user and attendees warrant and represent that they are physically and medically able to participate and have no physical or medical condition that would endanger their life & will not hold CARC liable for any personal injury or death arising from their usage of the CARC facility.