Hotel Room Block Agreement

Between the hotel and the organiser named below. Effective on the date of the last signature.

Hotel

LEGAL NAME

EMAIL

PHONE

GSTIN

ADDRESS

Organiser

LEGAL NAME

EMAIL

PHONE

EVENT

CHECK-IN

CHECK-OUT

ROOMS BLOCKED

ROOM TYPE

GROUP RATE (₹ / NIGHT)

MEAL PLAN

ROOMING LIST DUE BY

CUT-OFF DATE

ALLOWED ATTRITION (%)

Terms

1. Rooms not named in the rooming list by the cut-off date return to the hotel's inventory.
2. If fewer rooms are used than the block minus allowed attrition, the organiser pays for the shortfall at the group rate.
3. Guests pay incidentals directly unless the organiser opts to pay.
4. Guest ID is checked at check-in as the law requires.

Cancellation

- If the client cancels more than 60 days before the event, the advance is refunded less 10%. Between 30 and 60 days, 50% of the advance is kept. Within 30 days, the advance is not refunded.
- If the provider cancels, it refunds everything paid within 7 days and helps find a replacement.
- Neither party is liable for cancellation caused by events beyond its control, such as government orders, natural disasters or epidemics; payments are then refunded less costs actually incurred.

General terms

- Governing law. This document is governed by the laws of India.
- Entire agreement. This document is the whole agreement between the parties on its subject and replaces earlier discussions.
- Amendments. Changes are valid only in writing signed by both parties.
- Severability. If a clause is unenforceable, the rest of the document still applies.
- Notices. Notices may be sent to the email addresses given above and take effect on delivery.
- Electronic signatures. The parties agree to sign electronically; electronic signatures and records are valid under the Information Technology Act, 2000.

Organiser

SIGNATURE

PRINTED NAME

DATE

Hotel

SIGNATURE

PRINTED NAME

DATE