



FACT SHEET: Meeting Room (Revised: 4 November 2009)

FEATURES

- AC Meeting Room seats 8 persons. Few more off table seating arrangement possible. Room has a U-shaped Meeting table with chairs (wheels and arm-chairs) for group discussion.
- White board (4 ft X 3 ft).
- Projection-screen 70" X70".
- Easel board with flip chart.
- LCD projector available on advance request.
- Generator back up for lights and power plugs.
- NCL Innovation Park's serene and elegant environment, free parking, campus amenities.
- Basic Utilities including electricity and water are included in Price.

ELIGIBILITY

- The Meeting Room shall be available for conducting meetings and discussions that are related to science, technology, entrepreneurship, business/venture development, education and some related activities.
- The management of the Venture Center shall exercise judgment in making available the Meeting Room to applicants ensuring that activities held at the Meeting Room are in sync with intellectual environment and brand equity of the NCL Innovation Park.

TERMS

- **PAYMENT TERMS**
 - Reservation and booking of the Meeting Room shall be strictly against full payment in advance.
 - Payment is acceptable by DD or cheque payable in Pune or at Par or could be deposited directly into the Venture Center's bank account.
 - Booking once made shall be non transferrable or payment made thereof shall be non-refundable.
- **USAGE TERMS**
 - Any extension of time shall be depending upon the next schedule. The extension may be normally permitted if possible considering the schedule and other requirements.
 - Food is not allowed inside the meeting room. Client may put up a request in advance with Venture Center administration to be allowed to do so.
- **OTHER TERMS**
 - Applicant/ user shall not (intentionally or otherwise) do anything to suggest that the Venture Center or NCL as being party to the activities planned at the Meeting Room.
 - Applicant/ user shall ensure that the Venture Center's property in the Meeting Room is not damaged in any way and that the Room and its surrounding is left clean at the end of the event.
 - Any damage to the property in Meeting Room shall be made up as per the prevailing costs without *demur* by the user.


PRICING

Flexi-Hours
Any start time & close time
If requirement is for H hours, then pricing as follows:
Price = (H+1)*400
Please allow extra time for setting up or cleaning up
H=1 => Price = Rs 800
H=2 => Price = Rs 1200
H=3 => Price = Rs 1600
H=4 => Price = Rs 2000
H=8 => Price = Rs 3600

Note: In addition to the prices above, Service tax shall be charged at prevalent rates.

Discount category	Rate
Start-ups with substantial NCL related participation (know-how, staff, students, alumni)	35%
Discount for Client / Incubatee already renting other infrastructure at Venture Center	Hot Desk – 10%, Dedicated Office Space – 15%, Dedicated Lab Space - 20%, Workbench – 15%

Note: Only one discount may be availed at a time. Longer duration discounts may be considered, if rented for more than a day.

For standard discounts, please visit <http://www.venturecenter.co.in/discounts.php>