

Term and Conditions for Lecture Hall

1. These rules may be called the Government Museum and Art Gallery Lecture Hall (Conditions of Use) Rules, 1972.
2. **Definition:-** In these rules unless the context otherwise require-
 - (a) 'Director' means the Director, Government Museum and Art Gallery, Chandigarh;
 - (b) 'Lecture Hall' means the Lecture Hall of the Government Museum and Art Gallery, Chandigarh.The details of accommodation and other facilities provided therein are set out in the Schedule appended to these rules.
3. The Lecture Hall will be permitted to be used only for the following purpose:-
 - a) Lectures and seminars on art, science, and museology.
 - b) Screening of art oriented, educational and cultural films.
 - c) Other educational and cultural activities.
4. The schedule of charges per programme/session for the use of the Lecture Hall shall be Rs. 2500/-. In addition thereto, a sum of Rs. 1000/- during the winter season/summer season shall be payable on account of electricity and water charges. (for the use of the AC/Blower) There shall be an additional charges for the use of the public address system installed in the Lecture Hall.
5. (a) **Application in prescribed form:---** An application for the use of the Lecture Hall shall be submitted in the prescribed format as given at form 'A'. The prescribed form can be obtained from the office of the Director.
(b) **Time limit for submission of applications:---** The application shall be submitted at least 14 days in advance of the date on which the Lecture Hall is needed by the applicant.
6. (a) If the applicant fails to use the Lecture Hall, after the permission for the use of the Lecture Hall for a particular programme has been granted by the Director Museum, the entire hire charges deposited by him shall be forfeited.

(b) If the booking of the Lecture Hall is cancelled ten days earlier than the date for which it was booked on the request of the applicant, full refund of the advance may be allowed if the cancellation is made any time thereafter but five days earlier than the date of booking, 50 per cent of the hire charges will be refunded. No refund will, however, be allowed if the notice of cancellation falls short of five days.

7. **Power to accept or reject application:** ---The Director after scrutinizing the application for the use of the Lecture Hall may accept or reject it, without assigning any reason.
8. **Security:-** (a) In addition to the amount payable by the applicant under Rule 4, he shall also be required to deposit a sum of Rs. 500/- as security, which shall be refundable, subject to the deduction, if any made under this rule.
- (b) The cost of damage, if any done to the building, furniture, fittings, electrical and other apparatus etc. during the use of Lecture Hall by the applicant shall be deducted from the security deposited under this rule and the balance, if any shall be refunded to the applicant. The decision of the Director in this regard shall be final and binding on the applicant.
- (c) **Recoveries for excessive damages:** ---If the cost of damage is more than the amount of security deposit, the difference as determined by the Director shall also be payable by the applicant.
9. **No claim entertainable on cancellation of permission:** ---The Director shall have the authority to cancel at any time the permission which is already granted to the applicant without assigning any reason in which case the amount paid by the applicant shall be refunded without any interest. The applicant shall not be entitled to claim any damages or compensation whatsoever by reason of such a cancellation.
10. **Permission liable to cancellation for objectionable or irregular uses:---** If at any time after the grant of permission for the use of Lecture Hall the Director considers that he has reason to believe that:---
- a) The performance of the programme, as the case may be for which permission has been granted is objectionable or is transgressing or is likely to transgress any of the rules and regulations relating to the use of the Lecture Hall; or

b) The applicant has made false statement concerning the scope and object of programme he shall be at liberty to cancel the permission to use the Lecture Hall without assigning the reason. In such an event the security received from the applicant shall be refunded. However the decision of the Director shall not be called into question, and the applicant shall not be entitled to claim any damage or compensation whatsoever by reason of such a cancellation.

11. Validity of reservations and receipts:---All reservation as also receipts for all payments of charges and dues shall become valid only when signed by the Director or any other official authorized by him to act in this behalf.

12. Programme infringing copyright disallowed:---No programme /session shall be allowed in the Lecture Hall which would constitute an infringement of copyright of any individual or institution, should any such programme take place before the knowledge of infringement comes to light, the applicant infringing the copyright shall be responsible for all the consequences, legal or otherwise, which may follow. The Director shall in no way be responsible for the same.

13. Power to waive or reduce charges:---The Chandigarh administration shall have the authority to waive or reduce any charges mentioned in rule 4, for such institutions or societies and in such other cases as it may deem it.

14. Duration of possession:---The possession of the Lecture Hall shall be given to the applicant not more than three hours before the time fixed for the programme/ session. The possession shall not be retained by the applicant for more than one hour after the completion of the programme/session.

15. Any disfigurement of lecture hall is forbidden:---The applicant shall not drive nails in any part of the building or furniture and shall also not do such like other acts as would spoil, damage or disfigure the Lecture Hall in any way. He shall not also remove the furniture or other articles and fixtures from their original places.

16. Director not responsible for failure of service:---The Lecture Hall is equipped with lighting sound equipment etc, for efficient service. While

every effort shall be made to maintain the service in order, the Director shall not be responsible for any failure or break down or curtailment thereof and shall also not be liable to pay any compensation whatsoever on this account.

- 17. Orderly conduct of programme binding on the applicant:-** All programmes, conducted by the applicant, shall be orderly and entirely lawful and strictly within the scope of the objects for which the use of Lecture Hall is permitted. The applicant shall undertake all responsibility and the Director shall in no way be held responsible in the matter.
- 18. No over-crowding in lecture hall:---**The applicant shall not allow over-crowding in the Lecture Hall by allowing more persons than seats available in the hall.
- 19. Committing nuisance forbidden:-** Spitting, smoking, committing nuisance of any kind, or otherwise making any portion of the Lecture Hall, furniture walls, etc. Dirty in any way, is strictly prohibited and the applicant shall be responsible for any lapse in this regard.
- 20. Catering inside forbidden:---**No eatables or drinks of any kind shall be allowed inside the Lecture Hall.
- 21. No music or loud-speakers at outside entrance:---**No music of any kind shall be played at the entrance, nor shall loud-speakers be installed outside the entrance of Lecture Hall.
- 22. Authority to enter lecture hall:---**The Director and or /an official so authorized by him shall have full authority to enter any part of the stage or Lecture Hall during the use of the same by the applicant.
- 23. Responsibility of applicant for all legal obligations and taxes:---**The applicant shall be solely responsible for :-
 - I. Proper use and any damage done to the property while in his possession
 - II. Observing police and municipal laws and regulation in force for the time being
 - III. Obtaining necessary licence and permits for entertainment from the authorities concerned
 - IV. Payment of all taxes leviable on the performance of programmes.

- 24. Area and sitting capacity:** ---It is 54 feet in length and 43 feet in breadth having seating capacity of 180 seats and suitably sloped floor so as to provide best sightline to the audience and an air circulator.
- 25. Stage:** ---It has been provided with a wooden stage having depth of 14 feet at one end and 6 feet at the other and width of 34 feet in the front and 34 feet and 9 inches at the back. Provision for rostrum which is lit with a concealed tube-light has been made on the stage and it has also been fitted with electric points for microphones etc.
- 26. Lighting arrangement:** ---It has been fitted with 78 fluorescent tubes for providing light. The speaker points forming part of 26 units also contain 3 tube lights of 2 feet length each. It also has 98" LED Screen and digital podium.
- 27. Provision for projection of films etc:** --- at the rear of the seats in the Lecture Hall there is a flat space which can be used for projection of films etc.