

**HOMETEAMNS BEDOK RESERVOIR  
CLUBHOUSE**

# ManCaves

## TERMS AND CONDITIONS

### PAYMENT & DEPOSITS

1. Booking request to be submitted with a **minimum of 3 days** from the event date and subject to availability. HomeTeamNS Bedok Reservoir reserves the right to forfeit booking should there be no confirmation and payment made prior to event date.
2. Confirmation is required for us to process this booking. Please note **that full payment has to be made upon confirmation.**
3. The member booking the function space(s) is liable for damages which includes, but not limited to, the facility systems and equipment, fittings and fixtures. **Relevant charges to be made via offline payment.**

### CANCELLATION POLICY

4. There will be **no refund** for any cancellation of event. Postponement of booking is **not allowed.**

### LOGISTICS

5. All additional requests for logistics (tables, chairs etc) are subject to additional charges and availability. A set-up fee of \$50 will be imposed if there is a change of furniture configuration required before / after the booking.
6. HomeTeamNS Bedok Reservoir reserves the right to determine the quantity for rental based on the space available. In the event of faulty BBQ equipment or a breakdown, a temporary alternative will be offered to the Client as a replacement.

## ACCOUNTABILITY

7. HomeTeamNS Bedok Reservoir will not be held responsible for personal property or equipment of any nature brought into the Club. The Club will not assume responsibility for items lost, stolen or not delivered intact before, during or after a function. Client will keep to designated spaces of the booking as agreed with HomeTeamNS Bedok Reservoir.

## SAFETY AND CONDUCT

8. HomeTeamNS Bedok Reservoir reserves the right to adjust any set-up to ensure fire and safety codes are not breached. All members and guests are requested to use the facilities of the Clubhouse with due consideration to all other members and guests of the Club. This also includes adhering to the By-Laws of the respective facilities.
9. The behavior of the guests will be the responsibility of the Client booking the function space(s). HomeTeamNS Bedok Reservoir is committed to providing an enjoyable environment in which all individuals, including staff, are treated with respect. Clients, Members and their Guests shall at all times conduct themselves in a fair and responsible manner and are to refrain from comments or behaviors which are disrespectful, offensive, abusive or racist. Behavior which constitutes as of the pre-mentioned will not be tolerated by the Management.
10. The Client booking the function space(s) is responsible for the upkeep of the room. All litter is to be disposed of in the rubbish bin provided. Please refrain from taping, stapling or tacking to walls, windows or doors. Penalty charges will be imposed for the removal of tape and staples.
11. The washing of utensils shall be confined to the washing point of the respective function space(s) booked, washing is not allowed in any other areas (e.g. toilet). The Client shall ensure that the basin at the function space(s) is clear of rubbish and measures are taken to ensure that the basins are fully functional at all times.
12. Club property must not be removed from the room, nor taken from the Club. Housekeeping or maintenance issues, including cleanup of spills, are to be reported to Operations Team immediately, where excessive cleaning charges may incur during this process.
13. No pets are allowed in the vicinity of the function space and the surrounding area.
14. In accordance with the regulations of the Ministry of Environment, smoking is not permitted in the vicinity of the function space. Smoking is permitted at designated smoking areas within the club.

15. Facilities shall not be used for any political, religious or dubious purposes. No religious ceremonies, practices and/or activities are to be carried out.

### WET WEATHER

16. In the event of inclement weather, prior to or during the time slot booked, HomeTeamNS Bedok Reservoir will not entertain any requests for refunds or postponement, under such circumstances, the Club shall not be responsible for providing alternatives to the use of BBQ pit.

### FORCE MAJEURE

17. No party shall be liable to any party for the failure or delay in performance of these Regulations if and to the extent that such failure or delay is the result of Acts of God, governmental orders or actions, changes in legislation, war (whether declared or not), national emergencies, strikes, lockouts or any other industrial, civil or public disturbances, fire or accident, or any event or circumstances for which the relevant party cannot reasonably be held responsible.

### OPERATING HOURS

18. ManCaves operating hours are from 0900 to 2300 hours. All events are to end by 2300 hours. All outdoor / BBQ activities will have to cease by 2200 hours. Additionally, users will need to keep their volume down after 2200 hours, in respect of other users and the residents in the vicinity.

### GENERAL ENQUIRIES

19. By acknowledging this confirmation, you accept the rates and terms and conditions stated in the form.
20. For enquiries or assistance, please do not hesitate to contact us. Thank you.

### **PERSONAL DATA PROTECTION ACT (PDPA) DECLARATION**

For more information on how personal data is processed within HomeTeamNS, please refer to our Data Protection Policy at <https://www.hometeamns.sg/pdpa/>.

