

SHEIKH RASHID AUDITORIUM



THE INDIAN HIGH SCHOOL CAMPUS

PO BOX 106 OUD METHA DUBAI UAE

☎ +971 4 337 7475 (EXTNS. # 3261/3262)

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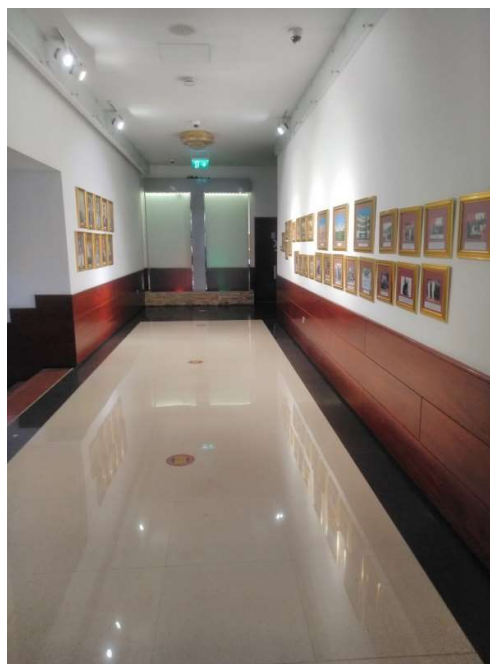
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1. Our Rent includes auditorium (ONLY) with basic facilities such as sound, light, 2 green rooms and 20 free parking slots.
2. Booking Deposit is non-refundable/non-transferrable which will be adjusted against the agreed auditorium rent. Only on receipt of this amount, No Objection Letter (NOC) will be issued in your favor to obtain statutory approvals from the government authorities.
3. AED 50/- + VAT per parking-slot will be charged in case of additional parking space over-and-above 20 free parking slots. Car Passes are issued subject to the availability of parking area.
4. Events after the approved timings will be AED 2,500/- per succeeding hour subject to the consent of government authorities. Approval in such case has to be obtained by you.
5. As per the government regulations, events conducted will be a seated event. Dancing and standing during the program are prohibited and participants will be escorted away from the premises and therefore organizers shall be penalized.
Performers are restricted from interacting nor leaving the stage to mingle with the spectators during the performance.
6. Security Deposit of AED 25,000/- in the form of Managers Cheque or payment receipt showing Cash Deposit in our Bank Account must be submitted to us 15 days prior to the event. Security Deposit amount will be refunded in 5 days in case of Managers Cheque or in 10 days in case of direct cash-deposit to our school bank account following inspection by our team so as to check and confirm on any probable damage to our belongings due to your event.
7. An amount of AED 25,000/- towards penalty will be deducted from your Security Deposit in case of creating nuisance, damaging our property and our auditorium/school image during or after the event.
8. The organizer/event management/promoter/host will be blocked permanently to conduct events in either of our school auditoriums (Oud Metha and/or Dubai Silicon Oasis school campuses), in case they fail to control the crowd/audience throughout the event and external forces/authorities are approached/called/addressed to control the situation.
9. Proportionate amount will be deducted from the Security Deposit on account of damage or repairing work or any other penalties/charges levied by the government and school authorities if any.

10. The Event should not be on tickets unless specific permission is obtained from appropriate authorities. You may distribute souvenirs, have one banner of the main Sponsor on the back of the stage and display the posters of other Sponsors on roll up-boards in the passage, but not on walls damaging our property.
11. You will be solely responsible in conducting the Event in line with the government regulations with all its risks and responsibilities.
12. No food and drinks are permitted inside the Auditorium except at the designated areas. The Caterer/Food-supplier whom you would engage must also present their valid Trade License, visa and other necessary government approvals. You will be accountable and responsible for any issue or fine/penalty that may arise with the food supplier.
13. Smoking, alcohol and other prohibited drugs are strictly not permitted inside our auditorium or in the school premises.
14. The use of the Auditorium will be restricted; any additional equipment for light and sound systems other than already installed will be supervised by the Auditorium staff.
15. We will not be responsible for Electricity, Water or such interruptions/technical failures.
16. We have the right to cancel the event in the absence of any of the statutory approvals/requirements. Similarly, we will not be responsible for the intervention of the Government authorities for whatsoever reason it may be. Any fines from the government authorities during and after the program, the organizer/event management company will be responsible for paying the fines.
17. The Event/Show should not contain any material, script, political or religiously motivated whatsoever which damages, derogates, insults the tradition and culture of the UAE.
18. It is the promoter's responsibility to inform the artist/s and strictly abide by the laws and the regulations of the UAE. We will not be responsible for any consequences arising out of non-adherence to the rules. You will not use the name of the auditorium to be used in the media (Radio, TV, Internet, Newspaper, etc.).
19. Six (6) Seats will be reserved in the 2nd row of the Auditorium for School.
20. No amount will be refunded or transferred, if the booking is cancelled after issuance of NOC/Confirmation.
21. The school authorities have the right to reserve or cancel or allot the date to other client failure to receive booking amount within the stipulated date.



22. No Objection Letter will be released only on receipt of booking amount of AED 5,250/- which is inclusive of VAT.

23. Balance amount together with all other charges must be settled in less than 20 days and Govt permissions/approvals in less than 15 days of the scheduled date of the event along with undertaking duly signed or one week prior to the event (whichever is earlier).

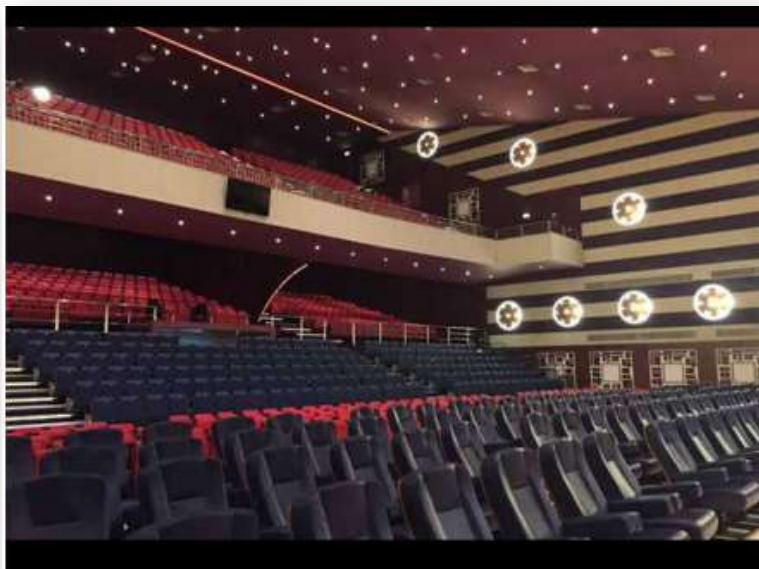
24. While only bank transactions are allowed to our under-given bank account details, proof of amount transferred must be shared with us. *Thanks in advance for not dealing with the cash transactions as the same is not encouraged.*

Account Name	The Indian High School
Name	Bank of Baroda
IBAN Account No.	AE800110090010400000056
Account Number	90010400000056
Swift Code	BARBAEADDUB
Bank Address	Umm Hurair Building, Al Doha Street, Karama
P.O. Box	3162, Dubai, U.A.E.

25. Based on receipt and settlement of full payment, signing an undertaking document and subsequent submission of Department of Tourism and Commerce Marketing (DTCM), Security Industry Regulatory Agency (SIRA) or any other approvals relevant to the event from your end, we will notify the same to the Community Development Authority (CDA) for information and records.



SEATING PLAN



BALCONY - 449		BALCONY - 449	
GATE			GATE
MI	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MH	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MG	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MF	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
ME	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MD	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MC	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MB	1 2 3 4 5 6 7 8 9 10 11 12 13 14	15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37	38 39 40 41 42 43 44 45 46 47 48 49 50 51
MA	1 2 3 4 5 6 7 8 9 10 11	12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	31 32 33 34 35 36 37 38 39 40 41
MEZZANINE - 399		MEZZANINE - 399	
GATE			GATE
T	1 2 3 4 5 6 7 8 9 10 11 12	13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	30 31 32 33 34 35 36 37 38 39 40 41
S	1 2 3 4 5 6 7 8 9 10 11 12	13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	30 31 32 33 34 35 36 37 38 39 40 41
R	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
Q	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
P	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
O	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
N	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
M	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
L	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
TELESCOPIC - 296		TELESCOPIC - 296	
GATE			GATE
K	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35	36 37 38 39 40 41 42 43 44 45 46 47 48 49 50
J	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35	36 37 38 39 40 41 42 43 44 45 46 47 48 49 50
I	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35	36 37 38 39 40 41 42 43 44 45 46 47 48 49 50
H	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35	36 37 38 39 40 41 42 43 44 45 46 47 48 49 50
G	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35	36 37 38 39 40 41 42 43 44 45 46 47 48 49 50
F	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35	36 37 38 39 40 41 42 43 44 45 46 47 48 49 50
VIP - 235		VIP - 235	
GATE			GATE
EE	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
DD	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
CC	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
BB	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
AA	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15	16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32	33 34 35 36 37 38 39 40 41 42 43 44 45 46 47
VVIP - 116		VVIP - 116	
GATE			GATE
VD	1 2 3 4 5 6 7 8	9 10 11 12 13 14 15 16 17 18 19 20 21	22 23 24 25 26 27 28 29
VC	1 2 3 4 5 6 7 8	9 10 11 12 13 14 15 16 17 18 19 20 21	22 23 24 25 26 27 28 29
VB	1 2 3 4 5 6 7 8	9 10 11 12 13 14 15 16 17 18 19 20 21	22 23 24 25 26 27 28 29
VA	1 2 3 4 5 6 7 8	9 10 11 12 13 14 15 16 17 18 19 20 21	22 23 24 25 26 27 28 29
Total No. of Seats 1,495			
STAGE			
Stage Dimensions Length 57.4 Feet Width 36 Feet			
Excluding Side and Back Curtains 40 Feet x 35 Feet			



<i>Rate Card Per Event Per Day + VAT</i>		
<i>Mandatory</i>	Basic Rent per event per day. Includes Auditorium Hall, Basic Lights, Sound system and 2 Green-rooms.	25,000/-
	Insurance (Public Liability)	525/-
	Admin charges	1,000/-
<i>Optional</i>	Pantry Rent	1,000/-
	LED screens (Main Screen and 2 Side panels). LED screens or Projectors from outside are not allowed.	15,000/-
	Covered-Court/Quadrangle	2,500/-
	Extra Per-slot Car Pass over-and-above 20 Complimentary Car Passes (subject to availability)	50/-
	Classrooms (maximum of 3 rooms)	500/-

MANDATORY Requirements

Following documents are required in order to issue No Objection Letter (NOC) to obtain approval from the Government Authorities ...

1.	Valid Trade License
2.	VAT Registration Certificate
3.	Passport Copy, Residence Visa and Emirates ID of the Authorizing person

You will forward us following approvals not less than 15 days from the scheduled date of the Event ...

1.	The Department of Tourism and Commerce Marketing (DTCM).
2.	The Department of Protective Systems (DPS) / The Security Industry Regulatory Agency (SIRA).
3.	Other Government body approvals whenever and wherever required.
4.	In case of Food-supply, valid Trade License, Visa/Emirates ID of the Supplier and vaccination card copies of staff are to be submitted.

A separate Form which requires Event details is attached for our records and issuance of No Objection Letter (NOC).

You are requested to fill-in the same duly signed and have your company seal affixed.



EMAIL ADDRESS	CONTACT NUMBER	NAME
auditorium@ihsdubai.org	+971 4 337 7475	Auditorium Extns.: 3261/3262
russell.alexander@ihsdubai.org	+971 50 896 6479	Mr. Russell @ Auditorium
priya.chillal@ihsdubai.org	+971 55 818 6201	Ms. Priya Chillal @ Auditorium

A majestic memorable venue for enjoying events ...

