

TERMS AND CONDITIONS (T&Cs) FOR STAY IN PEC GUEST HOUSE

1. Check In and Check Out times will be 13:00 PM and 12:00 AM respectively.
2. Not more than two persons will be allowed in the Guest Room.
3. Guest Room allotted will not be shared with any other person, other than for persons to whom the room was allotted.
4. The allotment of Guest Room will be for a maximum of 03 days.
5. One day minimum charge shall be levied for all bookings, unless these are cancelled at least 24 hours before the commencement of the booked date. Similarly, in case a guest fails to occupy the booked accommodation, the same will be cancelled after one day of the booking date.
6. Students requiring accommodation for their parents are required to get their requisition forwarded through their respective Wardens and Dean of Students.
7. Booking is not permitted for guests undergoing medical treatment/advice, who are suffering from communicable disease or are bed ridden or are post-delivery case.
8. Pets (Dogs/Cats etc) are not allowed in the Guest House premises.
9. MoE/Gol clearance is required for the guest/visitors holding foreign passport for staying in the Guest House.
10. Request for availing dining facility to be communicated well in advance at the Reception Centre. **Visitor will be charged, even if he/she don't turn up to have meals.**
11. Accommodation will be provided on the basis of priority for allotment and approval of competent authority, subject to the availability.
12. The Competent Authority reserves the right to cancel/amend/reschedule of booking, as per Institute Requirements/Exigencies of services.
13. Drinking, smoking and gambling in Guest Rooms and Guest House Complex are strictly prohibited.
14. Guests will clear the Guest Room Bills including Messing Charges, Extra Messing and Other Miscellaneous Charges before leaving the Guest House, through UPI Payment method only. Payment in cash is not allowed.
15. No Tip will be given to the Guest Room Staff.
16. Guest Room and Common Utility Areas will not be used for Social Meets/Gathering by the Guests.
17. The Categorization of the Visitors will be as given below, based on the purpose of visit etc:-

Category	Tariff	Eligibility	Approving Authority
Cat A	Free	Institute Invited Guests - Members of Statutory Bodies, Experts for any Selection Committee Meeting, Expert for Academic Evaluation (Thesis Proposal, Seminar, Thesis Defense etc). Chairman, BoG and Directors/VCs of CFTIs. Any other guests with prior permission of the Director. ** Messing Charges, Extra Messing Charges & Charges for Housekeeping, Service & Miscellaneous, Linen, Electricity etc to be charged on the Institute and will be paid in Guest House Account.	Director/Registrar
Cat B	Rs 400/-	Guests Invited by Sponsored Projects, Faculty Collaboration, Consultancy, Seminars, Conferences, Placement Activities under aegis of CDGC etc.	Registrar Amount including (**) to be paid by concerned PI/Heads/Faculty etc
Cat C	Rs 400/-	Faculty/Staff/Students/Alumni for Self or their family members or relatives etc	Registrar

GST Charges will be extra as applicable.

