

## APPLICATION FOR RSAOI CAUVERY BOOKING FORM

1. IC / Service No. \_\_\_\_\_ Rank \_\_\_\_\_ Name \_\_\_\_\_

2. Duration room required: -

(a) Date & Time of arrival : \_\_\_\_\_ from 0900 Hrs

(b) Date of Departure : \_\_\_\_\_ to 0800 Hrs

(c) Total No. of days : \_\_\_\_\_

(d) Address : \_\_\_\_\_

(e) Mobile No. : \_\_\_\_\_

3. Details of persons occupying the room: -

S.No	Name	Sex	Age	Relationship
(a)				
(b)				
(c)				

4. Advance amount to be paid in full by Cheque / Demand Draft (DD) in favour of "RSAOI (ROTH), Bangalore".

### Undertaking

5. I certify that I shall abide by the rules of the CAUVERY as displayed in the room and as given in this form. I further certify that I will clear all bills including rentals /damages /electricity and tea /coffee / breakfast / meals consumed before vacating the room.

.....  
**Signature of Applicant**

Received of Rs.: \_\_\_\_\_ by DD/ Cheque

Receipt No. : \_\_\_\_\_

Date : \_\_\_\_\_

Rank&Name \_\_\_\_\_

RSAOI M/Ship . \_\_\_\_\_

Mob. No. \_\_\_\_\_

\_\_\_\_\_  
**Signature of Secretary, RSAOI**

## INSTRUCTIONS FOR OCCUPANTS OF CAUVERY

1. Out Stn Retd Army Officers, along with their dependents (wife & children below 25 yrs age), can only occupy CAUVERY rooms. Occupants will establish their identity with Retd Offrs' Card, before occupation.
2. Members of RSAOI, Bangalore are **NOT** allotted rooms except under exceptional Circumstances.
3. **Children above 25 years, Relatives, Representatives and Civilians are NOT permitted.**
4. **No foreigners are permitted to visit / occupy the room.**
5. **No proxy booking is permitted.**
6. Persons booking the accommodation are required to **deposit the full amount in adv** to obtain confirmation.
7. Full refund will be given if the booking is cancelled / change in dates, minimum 7 days in adv.
8. Before occupation, please ensure serviceability/correctness of all items in the inventory displayed in each room. In case of any doubt, please enquire from the Room i/c CAUVERY or Secy RSAOI. Thereafter care and proper use of all items including the TV Set, AC, tele, fittings etc will be the responsibility of the occupant. Damages if any will be made good by the occupant before departure. While departing, please take care of the tidiness of the room and ensure that no stains are left on carpets, beds, furniture etc.
9. The rooms are available for a maximum period of seven days. The Tariff for rooms is Rs.1500/- per day.
10. **Check in : 0900 hrs & Check out : 0800 hrs.** Rent will be calculated on day / date basis (and not hours).
11. **Please ensure that the Room- I/C CAUVERY is informed at least 12 hrs before checking out to facilitate billing.** The occupant will clear all bills including electrical charges for the stay and damages if any before checking out.
12. Guests allotted rooms in CAUVERY, have the privilege of being temporary / reciprocal members of the RSAOI for the duration of their stay in CAUVERY.
13. **Room service facilities are not available.** However, one bearer has been detailed for house keeping and to assist occupants. Bearer will not be sent outside RSAOI premises to get food items or to run errands. He will be available on call at staggered timings from 0700 hrs to 2100 hrs at the CAUVERY. Offrs are requested to bear in mind the needs of occupants of other rooms while employing the bearer.
14. **Dogs/pets are not allowed in CAUVERY rooms.**
15. Only TWO persons with one or two children will be permitted. Dependents not permitted to stay alone. Extra bed charges will be Rs. 100/- per day.
16. **TUESDAY Holiday.** All facilities in RSAOI will be closed.

### CERTIFICATE

It is certified that I have gone through the instructions for Occupants of CAUVERY and shall abide by the terms and conditions enumerated above in letter and spirit.

Stn :

Date :

.....  
**Signature of the applicant**

**NOTE: ACCOMODATION IS ONLY FOR OUT STATION RETD ARMY OFFICERS'**