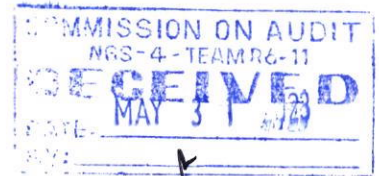




Talisay City, Negros Occidental, Philippines
Tel: (034) 495 0808 or TeleFax: (034) 495-3368 to 69
Mobile No.: 0917-3007576 / 0922-8512231
Email: sales@naturesvillageresort.net Website: www.naturesvillageresort.com

FUNCTION/EVENT CONTRACT



Date of Function : June 16, 2023
Type of Function : Seminar
Venue : Ben's Hall
Time : 10am-8pm
Engager : Atty. Louie L. Doligosa
Company : Regional Prosecution Office - Region VI
Tel. No. :
Guaranteed No. of Pax : 25 persons
Deposit :

Contracted Price:

June 16, 2023:

Buffet Lunch	25 pax	@	Php 450.00/head	=	Php 11,250.00	
Buffet Dinner	25 pax	@	450.00/head	=	11,250.00	= Php 22,500.00

Room Accommodation:

Check-in Date: June 16, 2023 (3pm) ; Check-out Date: June 17, 2023 (11am)

2 Standard Rooms	=	4,000.00	
6 Quadruple Sharing Rooms	=	18,500.00	= 22,500.00
TOTAL CONTRACTED PRICE			Php 45,000.00

Set-Up:

- Free use of venue
- PA System with Microphone
- Round/Rectangular Tables
- Wide Screen & White Board
- Top Cloth: Cream

Room Inclusions:

- Complimentary Breakfast
- Free use of WIFI inside room and other designated areas
- Free use of the resort pool from 7am-7pm

Lobby Signage: RPO - Region VI



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Negros Occidental, Philippines
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CUT-OFF/CANCELLATION/POSTPONEMENT/NO SHOW:

A total minimum number of persons need to be guaranteed by company/engager even if actual attendance is lesser. The company/engager further agrees to pay excess number of covers if actual attendance is greater than the minimum number guaranteed. The cut-off date for this event will be on **June 1, 2023**. After the cut-off date, the engager will be responsible for paying the minimum number of persons guaranteed.

A total number of rooms need to be guaranteed on **June 1, 2023**. After the cut-off date, rooms booked will be released and to be sold to other guests.

- 25% cancellation/postponement fee from the total cost of event shall be paid if cancellation/postponement is made 30 days before the date of event.
- 50% cancellation/postponement fee from the total cost of event shall be paid if cancellation/postponement is made 15 days before the date of event.
- 100% charge on POSTPONEMENT and CANCELLATION made a week before the reserved date.
- Any change of date, time and function room shall be subject to availability.

In the event of a NO SHOW or CANCELLATION on the day of arrival or day of event, the hotel will require full payment for the guaranteed amount of the event/function. This applies for all circumstances including fortuitous events & force majeure.

PAYMENTS:

A non-refundable reservation fee of 50% is required upon confirmation. Payments shall be made via:

- Cash (Post Covid19, we are discouraging the payment of cash in person and would instead encourage you to pay through other contactless methods)
- Credit card (Please see instructions below on how to pay via credit card through paypal)
 - Open your paypal account
 - Click send at the bottom of the page
 - Enter Nature's Village Resort's email address (nvrsales@gmail.com) and the amount to be paid, select the currency and add a message to NVR(optional)
 - Choose the payment type and click continue
 - Review the details. You can change your funding source by clicking change under "payment method"
 - Click continue
 - Review your payment information and click send payment now
 - Note: If you do not have a paypal account, please let us know so we can send an invoice to your email address with specific instructions.
- Bank transfer to be deposited or transferred to:
 1. Account Name: Nature's Village Resort
Savings Account Number 1088-01264-7
RCBC Bank, Mandalagan Branch, Bacolod City6100, Negros Occidental, Philippines
 2. Account Name: Sagay Aqua Ventures Corporation
Savings Account Number 0111-6800-1232
BDO, Talisay Branch, Talisay City 6115, Negros Occidental, Philippines
 3. Account Name: Sagay Aqua Ventures Corporation
Current Account Number 1391-005-814
BPI, Mandalagan Branch, Bacolod City 6100, Negros Occidental, Philippines
- Gcash to:
 - Account Name: Nature's Village Resort
 - Savings Account Number 1088-01264-7
 - RCBC Bank, Mandalagan Branch, Bacolod City 6100, Negros Occidental, Philippines

Please send us a copy of the proof of payment through email, messenger, facebook or viber. The remaining balance of 50% shall be settled within five (5) working days before the date of reservation. Other incidentals will be charged to engager unless specified.



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TERMS AND CONDITIONS:

- Nature's Village Resort (NVR) requires a NON-REFUNDABLE 50% deposit of the total estimated function/event cost upon confirmation. For Acts of God or force majeure, payment shall not be refunded but can be rescheduled.
- Full payment shall be made five (5) days BEFORE the function/event date. Other incidental charges MUST be paid upon check-out or immediately after the function/event.
- Personal checks are NOT accepted.
- Early décor is subject to availability of the venue. If engager wants to decorate the venue ahead of time, they can guarantee this by paying the rental for the venue for that specific time period.
- Bringing of outside food is not allowed. Meal area for suppliers will be provided and will be charged accordingly.
- Sleeping and loitering of the contractor/event suppliers are prohibited.
- All materials/decorations installed in the function hall shall be removed right after the function.
- NVR will provide area where the event suppliers can load and/or unload their materials.
- Use of nails, thumb pins, tapes and the likes are not permitted on any walling and ceiling surfaces of the hotel premises.
- The client/decorator/event supplier shall be liable for any damages including cost of cleaning, repair, loss or replacement of the property damaged and shall be charged accordingly.
- All entertainment requirements for the event are to be approved by NVR prior to the event.
- The use of sparklers, smoking, kerosene, gasoline or any flammable substances are strictly prohibited during the event.
- NVR shall not be held liable for any damage or loss of personal belongings, unless specifically caused by the willful negligent actions or conduct of the hotel or its employees – provided that such goods were registered in the hotel as well as proper care of and vigilance was exercised by the clients and the clients' guests over such goods. Any loss, damages or injury that the hotel or hotel guests may suffer attributed to the acts or omission on your part and/or your guests during the contracted function shall be your account and/or liability.
- The engager agrees to have his/her guests, invitees or any other persons leave the designated function room or area at the closing time indicated. The engager further agrees to pay NVR for any extended hour(s) or overtime wage payments and other expenses incurred by NVR because of the engager's failure to comply with this regulation.
- NVR will NOT be responsible for the improper handling of food and/or beverage once it has been endorsed to the engager for take-outs. A food waiver must be signed.
- The engager shall assume responsibility for any breakages and/or damages caused by him or any guests, invitees or any other persons attending the function, whether in the function room or in any other area of NVR.
- NVR will NOT be held responsible for any untoward incidents during photo shoots.
- Choice of function room is subject to availability. NVR reserves the right to provide an alternate venue for the event.
- Last minute cancellation of outdoor venue due to bad weather will not be a cause for refunds. Change of venue or function room will depend on availability.
- Guest shall assume full responsibility for the safety, health and welfare of the participants of the function and hereby agrees to hold Nature's Village Resort free and harmless from any liability whatsoever.

AUTHORIZED SIGNATORIES:

We agree that the above arrangements are correct & binding between the undersigned parties:

For (Company Name):

For:

Nature's Village Resort (NVR)

Signature:

Signature:

Name of Engager:

LOUIE L. DOLIGOSA
OIC-REGIONAL PROSECUTOR

Name of NVR Representative:

Mae Rose B. Veraye
Date: 5/25/2023

Date:

MAY 25 2023