

**DELHI DEVELOPMENT AUTHORITY  
CWG VILLAGE SPORTS COMPLEX**

**General Rules for Booking of Facilities at CWGVSC**

1. Booking period will be from 10.00 AM to 04.00 PM. Due to peak hours from 06.00 AM to 09.00 AM and 06.00 PM to 09.00 PM booking cannot be done for these hrs due to prior regular coaching commitments / arrangement/ maintenance and marking. If any agency wants to book the stadium for any event from 06.00 AM to 09.00 AM and 06.00 PM to 09.00 PM it would be subject to availability.
2. **Incase of cancellation of booking, refund shall not be admissible.**
3. **Booking of 120 mins free entry is permitted for 40 persons only including referee, remaining will be charged Rs. 100/- per person.**
4. **In case any foreign national is in the team or enters the Sports Complex, then please deposit photocopy of his/her passport and valid visa or letter from Embassy.**
5. The organizers will be responsible for any accident or loss of life during the course of the event organized by them. DDA will not be responsible for any such incidents.
6. Vehicles will be parked in the parking area only. Security of vehicles & equipment's will be that of the owners.
7. Security amount which is refundable for booking of facilities will be deposited through / DD in favour of **"CAU Sports, DDA"**. Security amount will be refunded through NEFT only and will be returned to the individual whose name is mentioned in our security deposit receipt. And a refund of security money may take at least 30 days.
8. No damage to Complex property whatsoever shall be done by the Players/ Spectators otherwise cost of damage will be recovered from the Security Amount deposited with the Complex.
9. No hoarding shall be fixed in the grounds without permission of the authority.
10. Proper Uniform / kit will be worn by the players on the playfield.
11. **No compensation whatsoever will be made by refund of money or adjustment against future play in the event of failure of power supply, bad weather, rain or for any other reason beyond the control of the Management.**
12. Organiser to make arrangement for drinking water for their participants/ visitors.
13. Organiser to make arrangement for necessary medical helps i.e. Doctors, Ambulance etc. since the same are not available in the Complex. The Complex will not be able to help in case of a mishap taking place within the Complex. Only basic first aid facilities are available.
14. The ground / court must be vacated after the booking duration is over. Alternatively, additional payments are liable.
15. The photography / Use of Crane Camera/ video recording / T.V. Telecast / broadcasting on Radio / Print Media will be considered separately.
16. The user will ensure that the Court, Ground, Track and Stadium area is neat and clean after the use failing which suitable penalty will be levied.
17. **The facility booked will not be sublet. Private Coaching is not permitted, this would lead to forfeiting of Security amount and cancellation of booking.**
18. Stalls for selling Cold Drinks, dry beverages etc. not permitted in the Complex, and bringing outside food into the complex is also not allowed.
19. Schools, colleges and public institutions may use the grounds of the complex for playing after obtaining written permission from the management as per charges.
20. Application for permission has to be signed by the Headmaster/ Principal or Head of the Department/ Institution.
21. Prior booking for the period should be done in advance with the management of the Complex.
22. Maintenance of discipline & rules/bye-laws of the complex should be adhered to.
23. Time schedule will be strictly enforced.
24. The participants /guest will not loiter about the Complex other than visiting the Toilets and the Cafeteria.
25. Particulars of the Chief Guest invited should be informed to the Secretary.
26. **The Management Board/ Secretary reserve the right to cancel the use of facility without any notice.**
27. During booking period, cleaning and scavenging of areas booked / being utilised, will be the responsibility of the organiser and the same will be handed over to DDA in a neat and clean state after the event.

28. Markings on the open area / field of play with any kind of lime / powder / damaging material are not permitted only cones / tapes shall be used which not damage the grass.
29. No eatable can be served in the main arena (Field of play & the seating area). Cooking / warming of food is not allowed within the playing area. Only pre-cooked food /snacks in the catering point inside the built up area of the stadium is permitted. However, use of open / gas cooking may be allowed on case to basis only in non-built up and non-green areas which will be specially identified for the purpose by the DDA administrator. It will be the responsibility for the organizer to ensure that any eatables brought inside the stadium complex are free from risks which affect the health, safety, security etc.
30. The organizer will submit a plan obtaining all the details of the additional structures like stage/seating arrangement etc a fortnight before the preparation of the event / programme.
31. During the event, proper signage should be displayed in and around the stadium premises to guide the public and avoid confusion. The same will be fixed and shown one day before the event to the administrator or his representatives.
32. DDA will be given 10% seats for any major event. This will be applicable to each category of seats (VVIP, VIP and the arena). This rule shall apply for both passes and tickets.
33. No pets are permitted inside the complex.
34. **The organiser of any event must comply with the municipal and other civil agencies bye laws, rules and regulations. NOCs from (i) Delhi Police (ii) Traffic Delhi (iii) Delhi Fire Service (iv) Excise Department etc as applicable. It shall be the responsibility of the organiser / Agency.**
35. All time will be suitably adjusted as per approved summer/winter time.
36. In case of any dispute arises the same will be settled in the court of Arbitration and the Arbitrator will be appointed by the Commissioner (Sports), DDA.
37. **Only non-marking shoes are allowed inside Badminton court / Table Tennis. Only players are allowed inside the Badminton Court. No visitor is allowed.**
38. **AC facility will not be provided on booking of Badminton Court for the period from 10.00 AM to 04.00 PM.**
39. **Individuals/Party making the booking is responsible for the conduct of their participants in the complex. In case of conduct which is detrimental to the normal functioning of the complex, Management of the DDA Badminton Court reserves the right to withdraw permission and to forfeit the charges.**
40. It will be responsibility of the organiser to arrange for crowd control, ushering and fire control during the event.
41. Rules and regulations as applicable to the sports and proper dress code and decorum will be strictly followed / observed in the Field of Play.
42. **Aerial Photography not permitted.**

### **CHARGES :-**

43. Smoking and drinking are strictly prohibited within the built up stadium premises, and it will be responsibility of organizer to ensure compliance. Failure on part of event organizer to enforce this rule will attract a minimum penalty of Rs. 5000/- which would be deducted from the security deposit.
44. Pitching of Stall / Canopy / Tent is permitted on payment of ₹ 8440/- (including GST) per day / per stall / canopy / tent in the area away from the Track and the Football Field.
45. Banners / Hoarding of the event displayed for publicity will cost ₹ 8440/- (including GST) per banner / hoarding per day.
46. Electricity Point for usage of PA Equipment etc. of Rs. 3370/- (including GST) per point per day.
47. **Booking for meeting room / Hall will be charged Rs. 8440/- (including GST) for 06 hrs. without AC.**
48. Store room will be charged Rs. 1534/- (including GST) per day.
49. Area cleaning after programme will be charged Rs. 2550/- (including GST) per day in case ground is not found clean for subsequent use.
50. **Additional fee will be charged for placing any material a day in advance due to traffic restrictions for movement of heavy vehicles or commercial vehicles.**
51. If any agency wants to make their own seating arrangement in addition of Complex planned seating area then Rs. 1534/- (including GST) will be charged per day for 30 ft x 30 ft area. It will be charged according to this rate and the space may be divided as per this criteria.

- 52. Photography / video recording and broadcasting on Radio / Print media / TV including film shooting will be charged Rs. 1,00,000/- per day which is not related to any booking for conduct of sports facility and will be utilised for commercial purposes.**
- 53. Charges per day of non-commercial film shooting and Videography will be paid in advance for each day of shooting required. GST and cess as applicable will be charged in addition.**
54. CWGVSC has no seating area in the cricket ground. However, If any agency wants to make their own seating arrangement in addition of Complex planned seating area then Rs. 1534/- will be charged per day for 30ft x 30ft area. It will be charged according to this rate and the space may be divided as per this criteria.