

**TERMS & CONDITIONS FOR TEMPORARY ALLOTMENT OF LAND FOR  
MARRIAGE/RELIGIOUS /SOCIAL FUNCTION**

1. DDA books the site to the applicant for a specific purpose and has no dealing with the Tentwala whatsoever and the onus of giving the vacant possession of the site to DDA after the function lies on the applicant. In case this is violated, the applicant is liable to face appropriate strict action as in case of non-vacation it may lead to inconvenience to subsequent applicant.
2. The general public is requested not to erect any structure on the booking site which may not be dismantled within the period of booking otherwise they may be penalized along with the cost of removal of structure
3. In case of confirmation of booking , CHECK IN time will be 12:00 Noon of the date of commencement of booking and CHECK OUT time will be 12:00 Noon on the next day of the last booking date.
4. The general public is requested that said booking for temporary use permitted may not be misused for any other purpose. If any misuse is found at site, the land shall be vacated with force without any notice in this regard and DDA shall not be responsible for any damages or loss on this account. In such eventuality, your security deposit shall stand forfeited.
5. The said land may also be evicted at your risk and cost if more land is encroached than the permitted above or more then the permitted days as above. Under such circumstances DDA shall not be responsible for any damages or losses to your moveable properties. Your security deposit may also be forfeited under such circumstances.
6. The proxy booking is not allowed. in case it is found by the field staff of DDA that temporary booking has been obtained by you misrepresenting the facts, and/or practicing any fraud and or through impersonation, the permission so granted shall automatically stand cancelled and you will be liable for eviction forcibly, besides criminal proceedings and forfeiture of your security deposit, DDA shall not be liable for any damage and/or losses sustainable to you during such forcible eviction.
7. It must be ensured that no DDA's property such as boundary wall, grill fencing, gates, roads & trees etc. is damaged. In case of any damage in this

regard your security may stand forfeited besides recovery of the value damage.

8. You will have to ensure the fire safety norms prescribed by the Chief Fire Officer, GNCTD. DDA shall have no responsibility of any fire accident or otherwise due to your slackness, carelessness or sheer negligence(Copy enclosed).
9. No parking vehicle inside the DDA's vacant land is allowed.
10. You will have to make your own arrangement for water, electricity etc.
11. Use of Loud speakers, Djs. Musical instruments and Band etc. is subject to various, Acts/Laws in force and you will have to get permission where it required from the authority concerned.
12. In case the booking is cancelled due to any reason by you and the intimation or this cancellation is made before one month from the date of function you shall be entitled for 90% refund and 50% refund if intimation is made before 15 days from the date of function. No refund shall be allowed if the intimation is within the 15 days from the date of function. Such refund shall be allowed only on properly diaries request and these orders shall be applicable with prospective effect.
13. **Booking as permitted above is non-transferable.** In case of unauthorized transfer of booking is detected by the field staff all DDA both the parties i.e. unauthorized transfer and/transferee shall be liable for penal actions besides eviction and forfeiture of security deposit.
14. DDA reserves the right to cancel the said permission without any notice in case of violation of the said terms and conditions.
15. DDA also reserves the right to withdraw permission under forced circumstances without any liability or claim of damages and losses from your side.

I accept the above stated terms & conditions.

Signature-----

Name-----

Address-----

Phone no.-----

## **FIRE SAFETY MEASURES FOR TEMPORARY STRUCTURES AND**

### **PANDALS / SHAHMIANAS**

1. No part of the pandal shall be more than 45 m. away from motor able road.
2. No pandal/temporary structure should be erected beneath any live electrical line. The gap between the live wire and the shamiana should not be in any case less than 6 ft.
3. No temporary/structure/shamiana should be erected near a furnace, railway lines, electrical sub-station, chimney or like hazard unless a safety distance of 16 meters is maintained.
4. There shall be a clear opening of not less than 5 m. and archway (if any) shall not be of height less than 5 m. and more than 8 m.
5. The main structure shall be erected with at least 4" diameter wooden post (preferably of Sal, solid wood casuarinas or bamboo or metal pipes) and rest of the structures may of lighter polls and trusses, tied properly.
6. No nylon rope should be used anywhere in the pandal. Only rope made of coconut fiber or manila ropes should be used for the construction of the shamianas.
7. The height of the ceiling of the structure of pandal from the ground shall not, in any case, be less than three meters.
8. Every pole in the pandal should be tied to a rope and fixed firmly either in the ground or to any firm object to prevent any mishap on account of high velocity of wind.
9. All sides of the temporary structure of the pandal should be left open. If this is not possible for certain reasons, in that case, the lower portion of the side walls shall not be secured so that in case of emergency the same could be used for evacuation.
10. In case of marriage pandals 60 % of the pandal shall be without roof & 40 % with roof in summer. In winter 50 % will be open & 50 % covered.
11. Decorative papers, synthetic materials/plywood etc. of any kind should not be used anywhere in the pandal.

12. There should be a clear space of 4.5 mtrs. on all sides between the structure and the adjacent building or other structures. In cases, where these pandals are erected in the small lawn which are part of residential premises, the entire frontage should be kept open. If the depth of the pandal is more than 10 meters. Shall be provided on opposite side.
13. The line of travel from any seat to the nearest exit on the sitting area shall not be greater than 15 meters.
14. A minimum of two exists separately located, and remote from each other should be provided for any type of temporary structure. Each of these exit should be of minimum 3 mtrs. width.
15. In case of pandals being used for political gatherings, religious functions, annual school functions etc. wherever barricading is provided/installed inside the pandal, the same should not create any hinderance in orderly evacuation/ movement of public in case of emergency.
16. All exit points should be clearly indicated with the sign "EXIT" lights should be adequately illuminated or the exit board should be painted with fluorescent paint.
17. The electric wires used for the electrification in the shahmiana should be in good conditions and in any case no open wire should be used for the electrification.
18. No part of the electrical circuit in the structure of pandal shall be within 15 cms of any decorative material from the roof.
19. In case gas/ portable lights instead of electricity are used in the structure of pandal such lights shall not be hung from the ceiling of the main structure or pandal but all be placed on separate stands securely fixed.
20. Wherever the metal frame structure is used for erection of shamiana, the frame work shall be earthed properly to avoid electrocution due to short circuiting.
21. All the electrical wiring in the structure of pandal shall be in PVC sheathed conductor or vulcanized rubber cables of tough rubber and all joints shall be made with porcelain insulated connector. Twisted and tapped joints shall not be permitted. The copper wiring of adequate rating shall only be used for internal wiring.

As far as possible electrical wiring of different material such as copper & aluminum shall not be used as the joint tied to become loose after some time and cause sparking.

22. MCRs and ELCRs shall be used in the electrical circuit.
23. Halogen lamps should not be used anywhere inside the pandal.
24. One bag of dry loose sand shall be kept near the electric main switch board.
25. Electric wiring shall not be laid below the carpets. Proper metal conduits/ channels should be used for this purpose.
26. Sufficient Nos. of battery operated emergency lights shall be provided in the escape routes.
27. No fire works or open flames of any kind shall be permitted in the temporary structure or in the immediate vicinity.
28. The kitchen area should be totally segregated minimum 10 m from the main pandal.
29. Water supply shall not be less than 0.75/sq.mt of covered area in pandal subject to minimum two 200 ltrs drums of water which should be evenly distributed, each drum will be provided with 2 buckets.
30. It should be the responsibility of the licensed electrical contractor to provide for two fire extinguishers of CO2 having capacity of 4.5 kg. (One at electrical distribution board and other at kitchen).
31. Storage of any kind of fuel should be banned inside the pandal and no easily combustible material like wooden shavings, straw, flammable and explosive chemical should be stored inside the temporary structure.

I ensure to follow the above fire safety measures.

Signature-----

Name-----

Address-----

Phone no.-----