



Century Park Hotel

BANQUET CONTRACT/ CONTRACT OF LEASE OF VENUE

Account: Philippine Health Insurance Corporation

Contact: Ms. Tina Zuñiga **Booking Name:** Philippine Health Insurance Corporation

Address: VCP Bldg., 68 Kalayaan Avenue, Teacher's Village, West Quezon City **Lobby Posting:** TBA

Function Handled by: Michaela G. Monsalve

Contact Details: 0939 514 3565

Date: Friday, October 18, 2019

<u>Event</u>	<u>Time</u>	<u>Guaranteed</u>	<u>Expected</u>
Conference	8:00am-5:00pm	98 persons	108 persons
<u>Venue</u>	<u>Set-up</u>	<u>Room-Rental-Fee</u>	
Kachina Room	See Below	Complimentary	

PACKAGE

(minimum of 50 persons)

AM Snack with Coffee and Hot Tea

Customized Managed Buffet Lunch with Coffee or Hot Tea

PM Snack with Coffee and Hot Tea

RATE

Php1,200.00 net per person per day

Menu: (To be advised)

Serving Time: (To be advised)

BEVERAGE ARRANGEMENT:

All additional orders will be individually charged. Cash and carry basis.

AMENITIES:

- Complimentary use of venue for a minimum guaranteed person
- Complimentary use of Projection Screen
- Registration table
- Free Flowing coffee, hot tea or water
- Mint candies at the start of the plenary
- Pads and pens on the first day of the plenary. Replenish pads.
- Microphone for the aisle
- PA system / Tape Deck / CD player.
- Podium / Rostrum with microphone.

BILLING INSTRUCTIONS:

ACCTG:

Total Revenue: **Php 117,600.00 net**

Full payment of **Php 117,600.00 net** to be settled on a send bill arrangement.

The Hotel shall extend a credit term of thirty (30) days from receipt of the Hotel's Statement of Account. Payment shall be made within the credit term period.

Century Park Hotel:

Philippine Health Insurance Corporation

Director of Sales: **MS. NELLWYN CHUA-LEUNG**

PATRON: **MS. GILDA SALVACION ALDIAZ**
(Signature over printed name)

Date: 599 P. Ocampo St. 1004 Malate, Manila, P.O. Box 1170 PO 1099 Manila, Philippines
Tel. No. (632) 528-8888 • Fax 528-1811 to 12 • E-mail: information@centurypark.com.ph • www.centurypark.com

BANQUET CONTRACT/ CONTRACT OF LEASE OF VENUE

Account: Philippine Health Insurance Corporation
Contact: Ms. Tina Zuñiga
Address: VCP Bldg., 68 Kalayaan Avenue,
Teacher's Village, West Quezon City
Booking Name: Philippine Health Insurance Corporation
Lobby Posting: TBA
Function Handled by: Michaela G. Monsalve

Contact Details: 0939 514 3565

Date: Friday, October 18, 2019

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Kachina Room	See Below	Complimentary	

The COMPANY Shall provide Certificate of Availability, Purchase Order, Notice of Award, Signed Contract and Letter of Authorization on or before October 18, 2019.

In the event the COMPANY fails to settle the account in full within the prescribed credit term, the COMPANY shall be liable for the interest equivalent to the rate of five (5%) percent per month, until fully paid, based on the total account due to the Hotel.

All incidentals and excess charges to be settled right after their event thru cash or credit card only.


CA# 80455

Century Park Hotel:

Director of Sales:  MS. NELLWYN CHUA-LEUNG

Date:

Philippine Health Insurance Corporation

PATRON:  MS. GILDA SALVACIONA DIAZ
(Signature over printed name)

Date:



Century Park Hotel

CONTRACT PROVISIONS:

The PATRON confirms to pay for the minimum guaranteed number of **Ninety-Eight (98) persons on October 18, 2019** (please see previous pages).

1. The HOTEL shall charge the PATRON for the guaranteed number OR actual number of persons whichever is higher. The HOTEL will set-up facilities for 10% (maximum of 550 persons) in excess of the guaranteed number of persons for the same amount per pax.

2. No reduction in the number of guaranteed covers shall be allowed by the HOTEL after signing the contract. Any increase in the number of guaranteed covers should be made not later than 48 hours.

3. All food and beverage items shall be exclusively purchased from the CENTURY PARK HOTEL. PATRON is not permitted to bring in food and beverage items in the hotel unless there is an agreement to the contrary.

4. Unless otherwise agreed, a 50% down payment based on the minimum guaranteed number of guests shall be required from the PATRON upon confirmation. Full payment shall be made 3 weeks before the function and excess charges immediately after the function.

5. Payments shall be made in cash or acceptable credit cards

6. For send bill arrangement, payment to be given within 14 days upon receipt of statement of account. In case of default payment within the provided period, an interest of 1.5% per month shall be applied.

7. For cancellations, the PATRON shall pay 100% of the expected banquet revenue.

8. Food, beverage and incidental bills which are left unsigned by the PATRON after the function shall be forwarded for billing.

9. Any loss, damage or injury that the HOTEL and/or the HOTEL GUESTS may suffer, attributable to acts or omissions of the PATRON and /or his guests during the contracted function, shall give rise to the latter's liabilities which the HOTEL/HOTEL GUESTS may recover under existing laws.

10. **GIGGLE PHOTOBOOTH** is the exclusive photo booth provider of the HOTEL. Other photo booth supplier will not be allowed.

11. The HOTEL will not be responsible for any damage or loss of merchandise left in the HOTEL prior, during or after the function/s.

12. The PATRON ensures that nothing shall be attached to the floors, walls, ceilings or columns of the HOTEL premises by nails, screws, pins, tapes or other means; otherwise, any damage caused shall be chargeable to the PATRON.

13. No flammable or explosive materials shall be allowed for display or use in any part of the HOTEL premises or banquet facilities. Balloons to be brought in should have non-toxic, non-flammable, inert gas and PATRON should furnish the HOTEL an original copy of safety certification from a reputable industrial company.

14. The HOTEL reserves the right to substitute similar or comparable accommodations/menu for the function in case of fortuitous events/causes beyond its control, and substitution shall be accepted by the PATRON as full compliance/performance under this Agreement.

15. The HOTEL reserves the right to change the rate without prior notice. The quoted rates of government tax are the rates presently applicable. They are subject to adjustment based on subsequent enactment of laws, rules, regulations and arrangements.

16. If applicable, any/all city or national permits/licenses before holding of the function covered by this Agreement shall be full responsibility of the PATRON.

17. The courts of the City of Manila shall have exclusive jurisdiction over any dispute or claim which may arise between the parties under this contract.

18. In case of any food item/s or food cart/s allowed to be brought in by the HOTEL upon request of the PATRON, the latter shall hold the HOTEL free and harmless from any illness/inconvenience that invitees of the PATRON may suffer attributable to such food item/s or food cart/s.

19. In case of any animals allowed to be brought in by the HOTEL upon request of the PATRON, the latter shall hold the HOTEL free and harmless from any claim/injury that invitees of the PATRON may suffer attributable to such animal/s. Any damage injury to the HOTEL and/or its EMPLOYEES attributable to such animal/s shall be chargeable to the patron.

20. The HOTEL will not be held liable for failure to execute obligations specified herein directly or indirectly occasioned by or through or in consequence of war, change of statutes of the Philippine Government, strikes (including which is staged by the Hotel Employees), riots, and other civil disturbances, typhoons, floods, natural calamities and other acts of God, fire or such other conditions and events beyond the control of the HOTEL. In the event of non-performance due to the above reasons, the HOTEL shall offer available dates to re-schedule the postponed function of the PATRON.

Century Park Hotel:

Philippine Health Insurance Corporation

Director of Sales: MS. NELLWYN CHUA-LEUNG

PATRON: MS. GILDA SALVACION A. DIAZ
(Signature over printed name)

Date:

Date: