

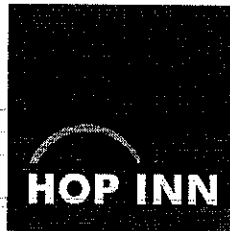




## FUNCTION ROOM EVENT CONTRACT

<b>DATE OF FUNCTION</b> December 4, 2019	<b>DAY</b> -----	<b>TIME</b> 8:00 AM -5:00 PM	
<b>CONTACT PERSON</b> ROSALINA DACANAY	<b>TEL / CP NUMBER:</b>	<b>EMAIL ADD:</b> <a href="mailto:planning.progc@philhealth.gov.ph">planning.progc@philhealth.gov.ph</a>	
<b>VENUE</b> Function A	<b>ROOM SETUP TYPE</b> CLASSROOM	<b>COMPANY NAME / GROUP</b> PHILHEALTH REGIONAL OFFICE, NCR CENTRAL	
<b>NO OF PAX</b> 38 Maximum Pax	<b>FUNCTION ROOM RENTAL PRICE INCLUDED IN THE PACKAGE</b>	<b>INCIDENTAL COST FEE</b> WAIVED	
<b>FUNCTION ROOM DETAILS</b>  Company Meeting  AM Snack, Managed Buffet Lunch and PM Snack for 38 Pax (December 4,2019)  Php 1,000 net x 38 pax x 1 day = P 38,000  <b>TOTAL: PHP 38,000.00</b>		<b>ROOM RESERVATION DETAILS</b>  <div style="text-align: center;">"NOT APPLICABLE"</div>	
<b>SET UP &amp; SERVICE INCLUSIONS FOR FUNCTION ROOM</b>  Motorized screen w/ Projector Audio Equipment w/ 2 wireless Mic 2 Extension Cords Complimentary Wi-Fi Note paper & Pen White board Complimentary 1-hour ingress before the actual time arrangement 5 Parking Slot (first come first serve basis) Registration Table		<b>REMARKS &amp; OTHER ARRANGEMENT</b>  <b>SEND BILL ARRANGEMENT</b>  15-30 Days payment term upon receipt of Statement of Account	
<b>ROOM RESERVATION AMOUNT</b>	<b>FUNCTION ROOM AMOUNT</b>	<b>TOTAL CONTRACT</b> P 38,000.00	<b>DEPOSIT</b>  SEND BILL
<b>PREPARED BY:</b>  Iris Del Castillo Sales Account Executive		<b>NOTED BY:</b> <div style="border: 1px solid black; width: 100px; height: 40px; margin: 0 auto;"></div>	
		<b>CLIENT SIGNED CONFORME:</b>  MS. GILDA SALVACION A. DIAZ Vice President Philhealth Regional Office, NCR	



## **FUNCTION & EVENT CONTRACT**

The Erawan Philippines (Quezon City) Inc. with business address located at 312 Tomas Morato Ave. Diliman, Quezon City, 1103, Matro Manila, represented by Iris Del Castillo, herein referred to as Hop Inn Hotel and PHILHEATH REGIONAL OFFICE, NCR CENTRAL, herein referred to as CLIENT, entered as they hereby enter into a Function and Event Contract to be held in the HOTEL's premises at the above-stated address on HOP INN Hotel Tomas Morato for Meeting, Incentives, Conference, Events involving the hotel's (function room / room accommodation) in consideration of the sum of Php 38,000 with a guaranteed maximum 38 persons as shown and agreed upon by the herein parties on the back page hereof, subject to the following terms and conditions, to wit:

### **1. PAYMENT of DEPOSIT AND DOWN PAYMENT**

- 1.1 Send Bill Arrangement (15-30 Days upon receipt of Statement of Account)

### **2. FUNCTION ACTIVITIES & MATERIALS**

- 2.1 The CLIENT shall be solely responsible for the activities at the function room in all instances, The CLIENT shall be responsible for obtaining such licenses and permits as may require by national and local government in connection with the function and activities. Any and all cost, fees and assessment, including entertainment and other taxes, shall be shouldered by the CLIENT
- 2.2 The CLIENT shall seek prior approval from the HOTEL for all materials for display visual and audio exhibit, promotional posters, props, and exhibits which the CLIENT intends to use and put up during the function. The CLIENT shall not post, put, attach in any manner, poster, props and other materials to or upon walls, columns, doors, or to/in other areas of HOTEL, without prior written consent thereto. Machines or equipment, provided by the hotel free of charge.
- 2.3 The HOTEL reserves the right to prohibit the CLIENT from undertaking such activities as are deemed contrary to law morals, public order/public policy
- 2.4 The CLIENT shall be solely responsible and liable in case of breakage of the equipment, damages and or injuries whether personal or to property that the CLIENTS guest may suffer by reason of or arising out of the activities during the function

IN WITNESS HEREOF the parties have signed this Contract this 13th day of November 2019 in the City of Quezon, Philippines

The Erawan Group Philippines (Hop Inn Hotel)

  
**MS. IRIS PUNZALAN - DEL CASTILLO**  
Sales Account Executive  
HOP INN HOTEL

  
**MS. GILDA SALVACION A. DIAZ**  
Vice President  
Philhealth Regional Office, NCR