GreatCreation
EVENT CREATIVE PLANNER

DRMM
DEWAN RAJA MUDA MUSA

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THE ROYAL GRANDEUR

EXCLUSIVE VENUE FOR
YOUR SPECIAL OCCASION



- Grand Venue for Up to 1,000 Guests
- Fully Air-Conditioned Grand Hall
- Spacious Parking with RELA Assistance
- Prestigious Shah Alam Location

The Ideal Venue for Weddings, Corporate Events & Private Functions

BOOK YOUR EVENT TODAY!
019-250 3090

DRMM
HALL RENTAL PACKAGE

PACKAGE INCLUDES

- 5 Hours Hall Usage
- Complimentary VIP Suite (Sri Anggerik)
- 500 Premium Chivalry Chairs with Ribbons
- 50 Round Tables with Table Linen
- Complimentary Parking Facilities
- Inclusive of 6% SST

RM18,500
NETT

ADDITIONAL TABLE SETS



CHIVALRY SET
RM250 / Set



BANQUET SET
RM230 / Set

TERMS & CONDITIONS

AT DEWAN RAJA MUDA MUSA (DRMM)

1 PAYMENT TERMS

1.1 BOOKING FEE

RM5,000.00

- On the date of booking, a Booking Fee of **RM5,000.00** (which forms part of the Total Amount) payable for the event shall be paid by the client to Great Creation Events ("GCE") to secure the event venue.
- The Booking Fee is non-refundable and/or non-transferable.

1.2 SECURITY DEPOSIT

RM3,000.00

- In addition to the Booking Fee, a Security Deposit of **RM3,000.00** shall be paid by the client to GCE on the date of booking.
- The Security Deposit will be refunded to the client, two (2) weeks after the event, subject to any loss or damage caused by the event venue and/or any breach of these Terms & Conditions ("T&C") by the client.
- The Security Deposit is non-transferable.

1.3 PAYMENT OF THE TOTAL AMOUNT

- The Total Amount shall be paid as follows:
  - a. **10%** of the Total Amount to be paid within one (1) month from the date of booking.
  - b. **50%** of the Total Amount to be paid at least two (2) months before the event date.
  - c. Any balance of the Total Amount to be paid at least two (2) weeks before the event date.
- Any payment by cheque is subject to clearance. Any bounced cheque will be subjected to a penalty charge of **RM500.00**.

2 CANCELLATION POLICY

2.1 GCE reserves the right to cancel the event in the event the client defaults any of the payment terms under Clause 1 above.

2.2 In the event the client decides to cancel the event, the client shall notify GCE in writing and the cancellation is deemed to take effect from the date of receipt of such notification by GCE.

2.3 Upon cancellation of the event by the client, GCE shall have the right to impose a cancellation fee on the client which shall be calculated as follows:

a) If cancellation is made six (6) months or more before the event date: The Booking Fee and 10% of the Total Amount is chargeable;

b) If cancellation is made less than six (6) months but more than one (1) month before the event date: The Booking Fee, 10% of the Total Amount and plus a portion of the Total Amount representing any expenses incurred by GCE and services received by the client from GCE prior to the cancellation; and

c) If cancellation is made one (1) month or less before the event date: 100% of the Total Amount will be charged and is not refundable.

2.4 Where the client has paid GCE more money than GCE is entitled to charge under Clause 2.3 above, GCE shall refund the extra payment or make a refund available, within 1 month of cancellation.

3 CHANGE OF EVENT DATE

3.1 Subject to Clause 3.2 below, any change of the event date is permissible provided that a written request is made to GCE at least six (6) months before the event date.

3.2 A confirmed event date may be postponed to another date which falls within one (1) year after the original event date.

3.3 Any change of event date by the client is subject to a charge fee of **RM500.00**.

4 FORCE MAJEURE

4.1 GCE shall not be liable for any delay or failure to perform any of its obligations resulting from events or circumstances beyond its reasonable control including, but not limited to acts of God, accident, riots, war, terrorist act, epidemics, pandemics, quarantine, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosions and GCE shall be entitled to a reasonable extension of its obligations.

4.2 For the avoidance of doubt, Force Majeure shall not include a party's financial inability to perform its obligations under this T&C.

5 MISCELLANEOUS

5.1 If the client opts out of one or more services included in the set package, no compensation shall be given.

5.2 No self-cooked food or activities involving the use of fire, such as cooking, shall be allowed in the event venue.

5.3 No self-decoration at the event venue shall be allowed, and any non-adherence will subject the client to a fine of **RM2,000.00.**

5.4 GCE reserves the right to modify, update or make additions to this T&C from time to time without prior notice, the full version of which can be found in GCE's website.

6 REHEARSAL

6.1 Rehearsal session start from Tuesday to Friday for two hours.

SLOT 1	SLOT 2
10:30 AM – 12:30 PM (2 HOURS)	3:00 PM – 5:00 PM (2 HOURS)

7 ADDITIONAL HOUR

7.1 Additional hour will be charge **RM1,000 + SST 6%** per hour.