

**A. Town Hall Reception Hall**

SN	ACTIVITY	Rs.					
		RENTAL (First 5 hours including decoration time)	Deposit	Attendant fees	Each additional hour		Police Assistance
					Rental	Attendant fees	
1.	<b>Wedding, Engagement, Reception</b> - Weekdays as from 17hrs - Saturdays, Sunday /Public Holiday	20, 000	5, 000	1,000	1,500	350	√
2.	<b>Social events</b>	16,000	5, 000	1,000	1,500	350	
3.	<b><u>Socio Cultural Organisation</u></b> -IN COLLABORATION WITH THE COUNCIL		-	1,000		-	√
	<b><u>-WITHOUT COLLABORATION</u></b> - Weekdays as from 17hrs - Saturdays, Sunday /Public Holiday	20,000	5, 000	1,000	1,500	350	√
	<b><u>- ACTIVITIES WITH PAID ENTRANCE</u></b>	25,000	5, 000	1,000	2,500	350	√
	<b><u>- ACTIVITIES -FREE ENTRANCE</u></b>	18,000	5, 000	1,000	2,500	350	√
	<b><u>Associations/Clubs</u></b> - REGISTERED & AFFILIATED WITH THE COUNCIL	16,000	5, 000	1,000	2,500	350	√
	<b>- NOT REGISTERED</b>	18,000	5, 000	1,000	2,500	350	√

5.	<b><u>NGO :</u></b> - NGO OF THE TOWN	16,000	5, 000	1,000	1,500	350	√
	- NGO WORKING FOR PEOPLE WITH DISABILITIES	-	5, 000	1,000		350	x
6.	<b><u>Talk/Débate/ Conference/ meetings</u></b>	1,000/hr	-	1,000		350	
7.	<b><u>Ministries/ Authorities</u></b> <b>Local</b>	Free of Charge					
8.	<b><u>EDUCATIONAL INSTITUTION</u></b>						
	<b><u>PRE-PRIMARY</u></b>	-	-	-			-
	-Municipal						
	-Governmental	-	-	1,000		350	
	- Private	8,000	5, 000	1,000	1,200	350	x
	- <b><u>PRIMARY</u></b>			1,000		350	
	-Governmental	-	-				x
	-Private	10,000	5, 000	1,000	1,200	350	x
- <b><u>SECONDARY</u></b>			1,000		350		
Governmental							
private	12,000	5, 000	1,000	1,200	350	x	
- <b><u>Tertiary</u></b>			1,000		350		
	15,000	5, 000		1,200		x	

9.	<b><u>Employees</u></b> Present Employees,retired,deceased for Birthday,Premiere Communion,Bapteme Social function children - Weekdays as from 17hrs - Saturdays, Sunday /Public Holiday	5,000	5, 000	1,000	800	350	√
10.	<b><u>« Corps diplomatiques »</u></b>	<b><u>Free of charge</u></b>					√
11.	<b><u>Centenary Celebration</u></b> Resident of the Town	-	5, 000	-	600	350	√
	<b><u>Non Resident</u></b>	10,000	5,000	1,000	600	350	√
12.	<b><u>Fund raising</u></b> - Activity with paid entry	20,000	5, 000	1,000	3,000	350	√
	- Activity without paid entry	18,000	5, 000	1,000	1,500	350	√
	- For medical treatment or Natural Calamities	-	-	1,000		350	√
	- For non-profit making organisation	-	-	1,000		350	√
	- Organisation of “ Bal” & “ Soiree Dansante”	25,000	5, 000	1,000	3,000	350	√
13.	<b><u>Cultural activities/Musical shows</u></b> - Activity with free entry	18,000	5, 000	1,000	1,500	350	√
	- Activity with paid entry	20,000	5, 000	1,000	3,000	350	√

14.	<b><u>Exhibition</u></b>			10,000	5,000	1,000	1,500	350	x
	- without sale								
	- with sale			15,000	5,000	1,000	3,000	350	x
15.	<b><u>Political meetings</u></b> <i>FOR PPS &amp; MINISTERS- ANY ONE MUNICIPAL HALL ONCE A MONTH FREE OF CHARGE WITHIN WORKING HOURS AGAINST ATTENDANT FEES</i>			10,000	5,000	1,000	1,500	350	√
	<i>PPS/ MINISTERS</i>								
16.	<b><u>Use of porch for meeting</u></b>			-	-	1,000			
	<b><u>Cancellation</u></b>								
	<b><u>Refund policy</u></b>								
	<b>Refund in case of Unforeseen circumstances( Calamity, Confinement &amp; mortality)</b>	100 %	100%	100%	100%		100%		

**Note :**

- 1. At the time of confirmed booking Deposit fees and 50 % of rental fees to be charged. The rest of 50 % rental fees and attendant fees to be paid to the Council at least one-month prior the holding of the event**
- 2. Deposit fees to be refunded to applicant within two months after the event subject that no damage is caused to Municipal Asset**
- 3. No cooking to be allowed on site **except for frying of snacks****
- 4. No installation of tents on premises will be allowed**
- 5. **No drilling of wall to be permitted for decoration purpose****
- 6. Noise level to be as per environment norms**
- 7. Fire crackers and fireworks display will not be allowed inside or outside premises**
- 8. The Council will not be held responsible for any casualty or injuries or any accident that may occur during an activity.**
- 9. Any Exemption will be granted only once per year and only for one site ( only for political meetings and request for same should be on official letter head )**
- 10. Town Hall will not be rented for wedding during weekdays **except in the evenings as from 17 hrs****
- 11. Socio- Cultural organisation should have been registered with the Council for atleast 3 months to benefit from facilities from the Council**
- 12. For NGO's seeking collaboration of Council, there should be meeting with Mayor to discuss all modalities pertaining to the collaboration. In the likelihood that the collaboration is confirmed, there should be more or less parity with regards to number of invitees, cost implication and the name and logo of the Council should be inserted on cards and media coverage.**

**B. Le Pavillon Reception Hall**

SN	ACTIVITY	Rs.					
		RENTAL (First 5 hours including decoration time)	Deposit	Attendant fees	Each additional hour		Police Assistance
					Rental	Attendant fees	
1.	<b>Wedding, Engagement, Reception</b>	<b>15, 000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	√
2.	<b><u>Socio Cultural Organisation</u></b> -IN COLLABORATION WITH THE COUNCIL		-	-		-	√
	<b><u>-WITHOUT COLLABORATION</u></b>	<b>15,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	√
	<b><u>- ACTIVITIES WITH PAID ENTRANCE</u></b>	<b>20,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>2,500</b>	<b>350</b>	√
	<b><u>- ACTIVITIES -FREE ENTRANCE</u></b>	<b>15,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>2,500</b>	<b>350</b>	√
3.	<b><u>Associations/Clubs</u></b> - REGISTERED & AFFILIATED WITH THE COUNCIL	<b>12,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>2,500</b>	<b>350</b>	√
	<b><u>- NOT REGISTERED</u></b>	<b>15,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>2,500</b>	<b>350</b>	√
4.	<b><u>NGO :</u></b> - NGO OF THE TOWN	<b>10,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	√
	<b><u>- NGO WORKING FOR PEOPLE WITH DISABILITIES</u></b>	-	<b>5, 000</b>	<b>1,000</b>		<b>350</b>	x

5.	<u>Talk/Débate/ Conference/ meetings</u>	1,000/hr	-	1,000		350		
6.	<u>Ministries/ Local Authorities</u>	Free of Charge						
7.	<u>EDUCATIONAL INSTITUTION</u>							
	<u>PRE-PRIMARY MUNICIPAL KINDERGARTEN</u>	-	-	-			-	
	-Governmental	-	-	1,000		350		
	- Private	8,000	5, 000	1,000	1,200	350	×	
	- <u>PRIMARY</u> -Governmental	-	-	1,000		350	×	
	-Private	9,000	5, 000	1,000	1,200	350	×	
	- <u>SECONDARY</u> Governmental	-	-	1,000		350		
	private	10,000	5, 000	1,000	1,200	350	×	
	- <u>Tertiary</u>	12,000	5, 000	1,000	1,200	350	×	
8.	<u>Employees</u> Present Employees,retired,deceased for Birthday,Premiere Communion,Baptême Social function children	5,000	5, 000	1,000	800	350	√	
9.	<u>« Corps diplomatiques »</u>	Free of charge						√
10.	<u>Centenary Celebration</u> <u>Resident of the Town</u>	-	5, 000	-	600	350	√	
	<u>Non Resident</u>	8,000	5,000	1,000	600	350	√	

11.	<b><u>Fund raising</u></b>		<b>20,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>3,000</b>	<b>350</b>	√
	- Activity with paid entry							
	- Activity without paid entry		<b>15,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	√
	- For medical treatment or Natural Calamities		-	-	<b>1,000</b>		<b>350</b>	√
	- For non-profit making organisation		-	-	<b>1,000</b>		<b>350</b>	√
	- Organisation of “ Bal” & “ Soiree Dansante”		<b>20,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>3,000</b>	<b>350</b>	√
12.	<b><u>Cultural activities/Musical shows</u></b>		<b>15,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	√
	- Activity with free entry							
	- Activity with paid entry		<b>20,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>3,000</b>	<b>350</b>	√
13.	<b><u>Exhibition</u></b>		<b>10,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	×
	- without sale							
	- with sale		<b>15, 000</b>	<b>5, 000</b>	<b>1,000</b>	<b>3,000</b>	<b>350</b>	×
14.	<b><u>Political meetings</u></b> <i>FOR PPS &amp; MINISTERS- ANY ONE MUNICIPAL HALL ONCE A MONTH FREE OF CHARGE WITHIN WORKING HOURS AGAINST ATTENDANT FEES PPS/ MINISTERS</i>		<b>7,000</b>	<b>5, 000</b>	<b>1,000</b>	<b>1,500</b>	<b>350</b>	√
15.	<b><u>Use of porch for meeting</u></b>		-	-	<b>1,000</b>			
	<b><u>Cancellation</u></b>							
	<b><u>Refund policy</u></b>							
	Refund in case of Unforeseen circumstances( Calamity, Confinement & mortality)	100 %	100%	100%	100%	100%		



**Note :**

1. At the time of confirmed booking Deposit fees and 50 % of rental fees to be charged. The rest of 50 % rental fees and attendant fees to be paid to the Council at least one-month prior the holding of the event
2. Deposit fees to be refunded to applicant within two months after the event subject that no damage is caused to Municipal Asset
3. No cooking to be allowed on site except for frying of snacks
4. No installation of tents on premises will be allowed
5. No drilling of wall to be permitted for decoration purpose
6. Noise level to be as per environment norms
7. Fire crackers and fireworks display will not be allowed inside or outside premises
8. The Council will not be held responsible for any casualty or injuries or any accident that may occur during an activity.
9. Any Exemption will be granted only once per year and only for one site (only for political meetings and request for same should be on official letter head )
10. Request to serve meal for political meetings – only packed meal to be served
11. Socio- Cultural organisation should have been registered with the Council for atleast 3 months to benefit from facilities from the Council
12. For NGO's seeking collaboration of Council, there should be meeting with Mayor to discuss all modalities pertaining to the collaboration. In the likelihood that the collaboration is confirmed, there should be more or less parity with regards to number of invitees, cost implication and the name and logo of the Council should be inserted on cards and media coverage.

## 2. Belle Rose ,Marie Marot Reception Halls

<i>Belle Rose Reception Hall</i>	<i>DEPOSIT (Rs)</i>	<i>RENTAL (Rs)</i>	<i>ATTENDANT FEES (Rs per hour)</i>	<i>ADDITIONAL FEE (Rs per hour)</i>	<i>POLICE ASSISTANCE</i>
<i>Function up to 4 pm</i>	<i>3000</i>	<i>9000</i>	<i>300</i>	<i>1000</i>	
<i>16-23 hrs</i>	<i>3000</i>	<i>12,000</i>	<i>300</i>	<i>-</i>	<i>2</i>
<i>Marie Marot Activity Centre</i>					
<i>Senior citizens Up to 19.00 hrs Week days Saturdays</i>	<i>3000</i>	<i>Free of charge</i>	<i>300</i>	<i>-</i>	<i>-</i>
<i>Sundays/PH Public and Senior Citizens Function ending at 16 hrs</i>	<i>3000</i>	<i>9000</i>	<i>300</i>	<i>-</i>	<i>-</i>
<i>Municipal Employees and children</i>	<i>3000</i>	<i>50%</i>	<i>300</i>	<i>-</i>	<i>2</i>

### **3.Social Halls**

*Social halls will be rented for the celebration of birthdays, engagements, talks, lectures workshops , cultural shows and other social functions as follows:*

- *Pellegrin Social Hall*
- *Bassin Social Hall*
- *Kennedy Social Hall*
- *St Jean Social Hall*
- *Pere Laval Social Hall*
- *Palma Social Hall*
- *Ebene Social Hall*

<b><i>DEPOSIT</i></b>	<b><i>RENTAL</i></b>	<b><i>ATTENDANT FEES</i></b>	<b><i>POLICE ASSISTANCE</i></b>
<b><i>(Rs)</i></b>	<b><i>(Rs)</i></b>	<b><i>(Rs)</i></b>	
<i>3000</i>	<i>3000(Week Days)</i>	<i>300 per hour</i>	<i>One</i>
	<i>3500(Sundays/Public Holidays)</i>		

#### ***Conditions***

- 1 Hall will be leased for 3 to 5 hours up to 9 pm if there is no other booking.*
- 2 Each additional hour will be charged Rs 300 per hour.*
- 3 No cooking will be carried out on site.*
- 4 No additional installation of tents on premises.*
- 5 Noise level to be as per environment norms.*
- 6 Fire crackers and fireworks display will not be allowed inside or outside premises.*
- 7 Burning of firewood will not be allowed.*

#### ***Use of social halls by political parties***

*Social Hall will be made available to political parties upon payment of Rs 300 per hour*

#### **4. Municipal bus**

<i>Senior citizens associations</i>	<i>Deposit</i>	<i>Rental</i>
	<i>( Rs)</i>	<i>(Rs)</i>
<i>1<sup>st</sup> time during same year</i>	<i>500</i>	<i>free</i>
<i>2nd time during same year</i>	<i>500</i>	<i>1000</i>
<i>3rd time or more during same year</i>	<i>500</i>	<i>2500</i>
<i>Feminine associations</i>	<i>1000</i>	<i>2500</i>
<i>Religious associations</i>		
<i>Charitable institutions</i>		
<i>Other requests upon Council approval</i>	<i>1000</i>	<i>2500</i>

*Bus will be made available as from 8 am and return at 4 pm.*

*Overtime cost for return after 4 pm to be borne by the Association as follows:*

*Summer time : 6 pm*

*Winter time : 5 pm*

#### **5.ALLOCATION OF TRANSPORT TO SPORTS CLUBS**

*A 15 seater van will be allocated once monthly to regional committees and first and second division sports clubs for training and tournaments.*

#### **6.POLICY FOR PRIMARY SCHOOLS**

*(1) Provision of 45 medals for sports day  
Marking and trimming of football pitch*

*2) 45 medals will also be granted to organisations affiliated with the Council as per Council's approval*

## 07.Sports Grounds

- *SMK Navin Soonarane Gymnasium Ebene*
- *Jos Guy Rozemont Stadium*
- *Football grounds*
- *Mini Soccer pitch*

<i>Gymnasium</i>	<i>Individual Per hour (Rs)</i>	<i>Corporate Per hour (Rs)</i>	<i>Quatre Bornes Volley Ball Club</i>
<i>Badminton court</i>	<i>100</i>	<i>200</i>	<i>-</i>
<i>Volley ball</i>	<i>400</i>	<i>400</i>	<i>Mondays Wednesdays Fridays from 20.00 hrs to 22.00 hrs free of charge</i>
<i>Squash</i>	<i>200</i>	<i>200</i>	
<b><i>Jean Roland Delaitre Sports Complex</i></b>			
<i>Tennis court</i>	<i>100</i>	<i>200</i>	
<i>Basket Ball Pitch</i>	<i>100</i>	<i>200</i>	
<i>Hand Ball Pitch</i>	<i>100</i>	<i>200</i>	
<i>Beach Volley</i>	<i>100</i>	<i>200</i>	
<i>Mini Soccer pitch</i>	<i>150 without light 9 am – 6 pm 350 With light 6 pm – 9 pm</i>	<i>250 without light 9 am- 6 pm 700 With light 6 pm- 9 pm</i>	

- *Additional fee of Rs 50 (Attendant fees) should be paid by individuals per court from 6am to 7am.*

## FOOTBALL GROUNDS

- 1 ) *Jos Guy Rozemont Stadium*
- 2 ) *Ebene*
- 3 ) *La Source*
- 4 ) *Jean Roland Delaitre*
- 5 ) *Palma*
- 6 ) *Pere Laval*
- 7 ) *Kennedy*
- 8 ) *St Jean*

<i>Duration</i>	<i>Without lighting (Rs)</i>	<i>With lighting (Rs)</i>
<i>1 hour</i>	<i>600</i>	<i>750</i>
<i>Whole Day Week Days</i>	<i>2000</i>	<i>-</i>
<i>Whole Day Week Ends</i>	<i>3000</i>	<i>-</i>

- *For requests from affiliated clubs of the region for lease of the grounds, for organisation of matches or other competitions in addition to free use given*

<i>Football ground without light (Rs)</i>	<i>Football ground with lightings (Rs)</i>
<i>150 per hour</i>	<i>350 per hour</i>

### **CONDITIONS FOR USE OF FOOTBALL PITCH**

- *No installation of marquises, tents will be allowed*
- *Food stalls, food vendors, cooking will not be allowed*
- *Musical shows and concerts will not be allowed*
- *Mass prayers will not be allowed*
- *Buses will not be allowed on compound*
- *Dogs and pets are not allowed*
- *Publicity panels will not be allowed*
- *Consumption of alcohol will not be allowed*
- *Free use will be allocated to registered clubs of the region on a roster basis for training.*
- *Registered clubs will be granted use of pitch for regional tournaments free of charge.*
- *The Council may prohibit the access to the compound in case of inappropriate behavior.*

### **8.Municipal Yard**

1. *Yard will not be allocated for the following:-*
  - *Fairs*
  - *Sales of food items etc*
  - *Political parties for gathering*
  - *Concerts by organisations*
2. *Lawn will not be used for pitching of tents*
3. *Yard may be allocated for blood donation and Health Campaigns by Ministry, Philanthropic organisations such as Lions Clubs, Rotary Club and recognised organisations upon approval of Council.*
4. *All requests will be referred to Council for decision*

## **9.Loan Stores Items**

### **(1) Marquise**

Deposit fee - Rs 1000 per marquise per day  
Rental fee - Rs 500 per marquise

### **TERMS AND CONDITIONS**

- a) Lessees will arrange for own means of transport and for mounting of marquise.
- b) Cost for damages to tarpaulin or frames will be charged or deposit forfeited.
- c) For loss of 1 marquise a sum of Rs 5000 will be charged.
- d) No deposit fee will be claimed from Government bodies and Municipalities. Only rental will be claimed.

### **CHAIRS AND TARPAULINS**

- a) Municipal employees and Councillors are eligible to 100 chairs and two tarpaulins for weddings.
- b) Public is entitled to 2 tarpaulins,1 bier,75 chairs for funerals.
- c) Socio Cultural Associations will be granted chairs, tarpaulins, flag poles, religious photos and flags for festivals

### **Chairs and tarpaulins will be rented to the public as follows:**

#### **Chairs**

Deposit fee-Rs 10 per chair  
Rental fee-Rs 5 per chair

#### **Tarpaulins**

Deposit fee - Rs 200 each  
Rental fee - Rs 1000 each

All articles to be signed by lessee. (To produce ID Card and proof of address)

A fee of Rs 500 will be charged for loss of chair and tarpaulin per unit.

## **10. Gymnasium**

### **Free use of Badminton Court**

*Those who benefit from free use of the gymnasium*

- 1. The Quatre Bornes Regional Volleyball Committee or Federation*
- 2. The Quatre Bornes Badminton Regional Committee or Federation*

*Twice weekly for 2 hours each time for the running of sports schools for their respective discipline for citizens of the town*

- 3. The federation of squash of Mauritius – Thrice weekly for 2 hours each time for training session for inhabitants of the town during school hours*
- 4. 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Division Clubs of the town for training purposes. Thrice weekly for 2 hours 1<sup>st</sup> Division and twice weekly for 2 hours for second and third division clubs*
- 5. By any other organization provided same is approved by Municipal Council*
- 6. For Municipal activities or for activities organized by any organization in collaboration with the Municipal Council*
- 7. On Mondays 4 courts will be put at the disposal of Municipal employees and Councilors from 16hrs to 18 hrs only*

### **Lease fees**

*The following rate is applicable for lease and is payable in advance :*

#### **Badminton**

- Inhabitants of Quatre Bornes – Rs 100 /hour/court*
- Non-inhabitants of Quatre Bornes / Corporate users – Rs 200 / hr / court*
- Coaching fees : Rs 400 / hr /court*

#### **Squash**

- Flat rate of Rs 200/hr/court*

#### **Volleyball**

- For registered and affiliated clubs – Rs 350 / hr*
- For request from other organisations – Rs 500 / hr*
- Lease fee for tournament for one day maximum 6 hours*
  - Deposit : Rs 2000*
  - Lease fee : Rs 4,000 per day*

*For request by any federation for use of gymnasium for National Competition matches, irrespective of the division unless organized in collaboration with the Municipal Council of Quatre Bornes :*



- *Rental fees for 3 hrs – Rs 1,500*
- *Rental fees for any additional hour – Rs 400 ( including attendant fees )*

**Conditions for lease:**

1. *The gymnasium is marked for various sport disciplines in such a way that it has to be used for one discipline at a time.*
2. *No club/organization is authorized to make arrangements on its own for the use of the gymnasium by other clubs/organizations or bodies.*
3. *The keep fit corner is at the disposal of clubs and inhabitants of the town upon presentation of access card.*

**11.Art Gallery**

<i>Deposit:-</i>	<i>Rs 3000</i>
<i>Lease;-</i>	<i>Rs 1000 per day</i>
<i>Attendant:-</i>	<i>Rs 300 per hour</i>
<i>Electricity fees:-</i>	<i>Rs 300 per day</i>