



ROOMS & VENUE · HOUSE RULES

Stay Guidelines

A few simple things to know before you arrive, so your stay with us is smooth, comfortable and worry-free. By completing a booking you agree to these guidelines.

ROOM OCCUPANCY Maximum guests per room

2**Executive Room****2****Semi Executive · 2 Beds****3****Semi Executive · 3 Beds****5****Semi Executive · 5 Beds**

Bookings cannot exceed these limits. An **Extra Mattress** (₹500 / night) adds one guest, subject to prior approval.

BOOKING & ELIGIBILITY

- 1 Guests must be 18 years of age or older to make a booking. Bookings are not available to minors.
- 2 Every guest must present a valid government-issued photo ID (Aadhaar, Passport, Driving Licence or Voter ID) at check-in, as required by law.
- 3 In keeping with local guidelines, unmarried couples are not permitted to book or check in together.
- 4 The number of guests must not exceed each room's maximum occupancy (see the Room Occupancy panel above): **Executive Room 2, Semi Executive 2-Bed 2, Semi Executive 3-Bed 3, Semi Executive 5-Bed 5**. An Extra Mattress (₹500 / night) adds one guest, subject to prior approval.
- 5 The primary guest is responsible for the conduct of every member of their party.

CHECK-IN & CHECK-OUT

- 6 Standard check-in is from **11:00 AM** and check-out is by **12:00 PM**.
- 7 Early check-in and late check-out are subject to availability and may be chargeable.
- 8 Kindly vacate the room by the check-out time; late departure may be billed as an additional night.

HOUSE RULES

- 9 Maintain cleanliness properly at all times.
- 10 When leaving your room, make sure all lights, fans and ACs are switched off.
- 11 When leaving the hall, arrange the tables and chairs properly and make sure all lights and fans are switched off.
- 12 After eating, place the tables and chairs back in their proper position.
- 13 Use the left-side wash basin for washing plates and the wash basin on the other side for washing hands. After washing the plates, place them back in the rack.
- 14 Participants are not permitted on the 4th floor.
- 15 All lights should be switched off after 10:00 PM.
- 16 Do not hang any clothes outside from morning till evening.
- 17 Bedsheets will be checked before and after the stay.
- 18 Any damage will be charged — including bedsheets, cupboards, or blockages caused by putting objects where they do not belong.
- 19 Participants are not permitted in the kitchen.
- 20 **No smoking** anywhere on the premises.
- 21 No consumption of alcohol anywhere on the premises.
- 22 Participants may go outside only with the permission of their coordinator.

- 23 Pets are not allowed.

DINING

- 24 **Use of the dining area is complimentary (free)** for all room and conference guests.
- 25 Meals are freshly prepared and hygienic and are **available on request at an additional charge**; the menu may vary with the season and availability.
- 26 Please inform us of any dietary requirements or allergies in advance so we can accommodate them.
- 27 Cooking inside the rooms and the use of outside caterers are not permitted.

CONFERENCE & EVENTS

- 28 The **Conference Hall** (60-chair seating capacity) is booked in **4-hour slots** at ₹5,000 per slot (plus applicable GST). If the booking exceeds 4 hours, the next 4-hour slot is charged accordingly.
- 29 The **Conference Room** boardroom is booked in **8-hour slots** at ₹5,000 per slot (plus applicable GST). If the booking exceeds 8 hours, the next 8-hour slot is charged accordingly.
- 30 Event timings, seating, décor and AV requirements should be confirmed in advance; special arrangements may carry additional charges.

PAYMENTS & TAXES

- 31 Room tariffs and conference charges are subject to applicable GST, shown transparently at checkout.
- 32 Online payments are processed securely via Razorpay. An advance or full payment reserves your booking, subject to availability.
- 33 GSTIN: **03AAFCG4474N1ZC**.

PROPERTY & LIABILITY

- 34 Complimentary on-site car parking is available and is used at the owner's risk.
- 35 Management is not liable for the loss of valuables; please keep personal belongings secure.

ADMISSION & CANCELLATION

- 36 Cancel more than 7 days before check-in for a full refund, less administrative charges and any non-refundable supplier fees; 3–7 days before check-in, up to 50%; within 72 hours of check-in, no refund.
- 37 No-shows, and unused nights after check-in, are not refunded. Approved refunds are processed within 7–14 business days to the original payment method. Full policy: tourism.goforthelevate.com/refund-policy
- 38 Management reserves the right of admission and may decline or terminate a stay for any breach of these guidelines, without refund.

Thank you for choosing Goforth Elevate Tourism — we look forward to hosting you.

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