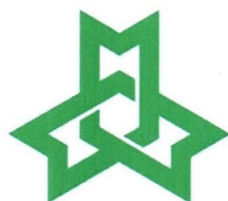


MMMOCL PREMISES HIRING POLICY



**Maha
Mumbai
Metro**

Operation Corporation

MMMOCL PREMISES HIRING POLICY FOR EVENTS INCLUDING FILM SHOOTS

Aug 2021

(effective till 31-MAR-2023)



Maha Mumbai Metro Operation Corporation Limited (MMMOCL)
4th Floor, NAMTTRI Building, Adjoining New MMRDA Building,
Bandra Kurla Complex, Bandra East, Mumbai 400051
www.mmrda.maharashtra.gov.in

MMMOCL PREMISES HIRING POLICY

1. OBJECTIVE

- 1.1 The Mumbai Metropolitan Region Development Authority (MMRDA) has established the Maha Mumbai Metro Operation Corporation Limited (MMMOCL) on June 10, 2019, to carry out the “Operations and Maintenance” of all the upcoming Metro corridors in the Mumbai Metropolitan Region.
- 1.2 The objective is to integrate the Operations and Maintenance of all Metro corridors under one authority with objectives as follows:
 - i. To independently carry out business of Operation and Maintenance (O&M) related functions of all metro lines in Mumbai Metropolitan Region
 - ii. To carry out planning and implementation of all Non-Fare Box Revenue generation initiatives and develop or lease out various facilities related to rail transport system for the same
- 1.3 MMOCL premises, including spaces at stations, trains, depot, etc., may be given on short term hire basis for the purpose of film shooting , TV commercials , documentaries or such similar activities. Further, these activities of shooting shall not cause inconvenience to the metro users or interfere in the operation or maintenance of metro services

2. ELIGIBILITY

- 2.1 Applicant may be an individual, sole proprietorship firm, partnership firm, private or public limited company registered / incorporated in India or abroad, association or any such legal entity.
- 2.2 Applicant may include film or any media production house, Event management firm, show organizer, media institutes or other educational institutes, amateur / student film makers, government / quasi-government entities, etc.
- 2.3 Application may be for any of the ‘Events’ –
 - i. Shooting of films, web series, TV serials, TV commercials, documentaries, news, corporate AVs, etc. or any such similar Event
 - ii. Shall cover both videography and photography
 - iii. Shall cover activities on professional commercial basis as well as for non-commercial social and educational purposes



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3. SCHEDULE OF RATES

3.1 The schedule of rates for hiring MMOCL's premises per scheduled hour of occupancy including stations, trains, depot, etc. for the abovementioned purposes shall be as prescribed hereunder.

Figures in Rs Lakh

Hour	Incremental Hourly Charges			Cumulative Charges		
	Train	Station/ Depot	Train + Station/Depot	Train	Station/ Depot	Train + Station/Depot
1	2.50	2.50	3.75	2.50	2.50	3.75
2	2.50	2.50	3.75	5.00	5.00	7.50
3	2.50	2.50	3.75	7.50	7.50	11.25
4	2.50	2.50	3.75	10.00	10.00	15.00
5	1.50	1.50	2.25	11.50	11.50	17.25
6	1.50	1.50	2.25	13.00	13.00	19.50
7	1.50	1.50	2.25	14.50	14.50	21.75
8	1.50	1.50	2.25	16.00	16.00	24.00
9	1.00	1.00	1.50	17.00	17.00	25.50
10	1.00	1.00	1.50	18.00	18.00	27.00
11	1.00	1.00	1.50	19.00	19.00	28.50
12	1.00	1.00	1.50	20.00	20.00	30.00
13	1.00	1.00	1.50	21.00	21.00	31.50
14	1.00	1.00	1.50	22.00	22.00	33.00
15	1.00	1.00	1.50	23.00	23.00	34.50
16	1.00	1.00	1.50	24.00	24.00	36.00
17	1.00	1.00	1.50	25.00	25.00	37.50
18	1.00	1.00	1.50	26.00	26.00	39.00
19	1.00	1.00	1.50	27.00	27.00	40.50
20	1.00	1.00	1.50	28.00	28.00	42.00
21	1.00	1.00	1.50	29.00	29.00	43.50
22	1.00	1.00	1.50	30.00	30.00	45.00
23	1.00	1.00	1.50	31.00	31.00	46.50
24	1.00	1.00	1.50	32.00	32.00	48.00

A- For 25th hour onwards, incremental charges will remain at Rs 1 / 1.5 lakh if booked as a single slot.

B- Rates mentioned in the above table is a combination of Train along with Station or Depot. If there is a requirement for booking Depot and station together along with Train, additional prices as per the above table will be applicable.

C- Rates given in the above table are per station or depot and not both. If some one want to take both Depot and station will be charge double the given rate

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- D. The prices mentioned in Sr 3.1 is for single station, if multiple station needs to booked then the charges would be doubled.
- 3.2 The above-mentioned rates are applicable for the bookings done for that particular day only and/or for multi-day bookings done as a single slot. Slots booked cannot be split or carried forward or clubbed with the future bookings. In case of any discrepancy, decision of MMOCL will be final. For e.g. -
- i. For bookings done for a stretch of 36 hours, charges will be in continuation to the price escalation of Rs 1 / 1.5 Lakh post the above-mentioned table of 24 hours.
 - ii. For split bookings done (say 8 + 8 hours), charges will be calculated afresh for the second slot booked.
- 3.3 All taxes (including GST) as applicable to be borne by the Applicant
- 3.4 The following definition of station, trains, depot shall be considered:
- a) Trains: where train has been booked for Event inside the train including shooting of boarding / de-boarding at platforms; even for booking a single coach of metro train, booking rates for the entire train shall be applicable
 - b) Station: includes areas such as circulation area, entrance, unpaid and paid areas, platforms; shooting of revenue train from the platform without any crew member will be permitted as part of shooting of the station
 - c) Both Train & Station: where shooting is done both inside the train and at station area
 - d) Outside station: premises outside the station area within MMOCL boundary including MMOCL Depot, construction site, etc.; shooting of regular revenue train and stations interiors will not be permitted as part of this booking

4. APPLICABILITY OF RATES

- 4.1 Maximum setup time of one hour shall be permitted to set up the camera and other equipment without any charges; in case of any dispute regarding time of start of activity or free time allowed, the decision of MMOCL shall be final and binding.
- 4.2 In case the Event goes beyond the permitted time, then additional charges on pro rata basis shall apply; additional time to be rounded off to next 15 minutes as illustrated below.

Illustration: If the Event is scheduled from 10 AM to 12 PM and it continues till 12:05 PM, the booking fee will be charged up to 12:15 PM i.e., for 2.15 hours. The booking fee for additional 15 mins would be paid by the agency on pro rata basis i.e., 25% of hourly charges in this case.

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- 4.3 MMOCL reserves the right not to grant permission for Events during peak hours.
- 4.4 Once the permission is granted, change in Category of Booking from station to train or vice versa shall only be allowed if it is feasible and if it generates equal or more revenue for MMOCL than already agreed. Any change shall not be permitted if it leads to generation of lower revenue to MMOCL.
- 4.5 The Applicant shall deduct the applicable rate of Tax Deducted at Source (TDS) while booking or making the payment to MMOCL and they shall issue the TDS certificate to MMOCL.
- 4.6 MMOCL reserves the right to revise the Schedule of Charges and other terms from time to time.
- 4.7 This policy shall be effective from date of publication on MMOCL website and shall remain valid up to March 31, 2023. The policy is subject to change without any prior intimation subject to approval of competent authority.

5. SECURITY DEPOSIT

- 5.1 In addition to the above-mentioned charges, the Applicant is required to submit an interest-free Refundable Security Deposit in the form of Demand Draft / Banker's Cheque / Online Payment modes within 10 working days of confirmation of booking by MMOCL.
- 5.2 The amount of the Security Deposit shall be applicable as under.

SN	Property Involved	Amount of Security Deposit in Rs Lakh
1	Stations	4,50,000
2	Train	7,50,000
3	Both station and train	9,00,000
4	Outside station (including depot, construction site, etc.)	9,00,000

- 5.3 Security Deposit will be retained by MMOCL till the shoot is over and will be refunded after receiving the confirmation from the Operations Department that there is no damage to the property of MMOCL due to the shooting.
- 5.4 If at the time of shooting any damage occurs, then the same shall be recovered first from the Security Deposit amount and balance amount (if any) shall be refunded. In the Event that the damages amount is more than the Security Deposit, then MMOCL shall have the right to recover the additional amount from the Applicant.

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6. INDEMNITY BOND

- 6.1 The Applicant shall submit an Indemnity Bond as per the prescribed format given in the annexure on duly notarized stamp paper - indemnifying MMOCL completely against any loss, injury, damage caused to metro commuters, MMOCL's staff, material and property and to the Applicants' staff and material during the Event period and undertake to bear all cost incurred as a result of such incident .
- 6.2 The Indemnity Bond is required to be submitted within 10 working days of confirmation of booking by MMOCL. Along with the Security Deposit.

7. APPLICATION PROCEDURE

- 7.1 The applicant shall make a request on its letter head (except in the case of an individual) in the application format specified in the Annexure via physical letter or email.
- 7.2 The application shall be submitted to MMOCL at least 15 days in advance (excluding the day of the Event) for due scrutiny and approval.
- 7.3 The applications will be registered on first-come, first-serve basis and Confirmation of the registration will be sent via email by MMOCL . A booking register shall be maintained at MMOCL to record the date and time of the request received. .
- 7.4 All fees including applicable taxes shall be paid / submitted by the Applicant in the form of Demand Draft / Banker's Cheque / Online banking modes drawn on any scheduled commercial bank in favour of Maha Mumbai Metro Operation Corporation Limited payable at Mumbai within 10 working days of receiving Confirmation from MMOCL, failing which the Applicant may lose its priority.
- 7.5 The applicant shall pay / submit the interest-free refundable security deposit and Indemnity Bond as prescribed above.
- 7.6 The applicant shall be required to submit the application along with application fees of Rs. 1,000/- (Rupees one thousand only) in form of Bankers Cheque/ Demand Draft drawn in favour of Maha Mumbai Metro Operation Corporation Limited payable at Mumbai.
- 7.7 The application form, Security Deposit, Indemnity Bond, etc. shall be sent to the following address: c/o Commercial Manager, Maha Mumbai Metro Operation Corporation Limited, NaMTTRI Building, Plot No. R-13, E-Block, Bandra Kurla Complex, Bandra East, Mumbai 400051, Email: mgco@mmoocl.co.in

Any clarification on the policy may also be made at the above address.

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8. CANCELLATION & REFUND RULES

8.1 The booking may be cancelled on the request of the Applicant and the refund of the booking amount shall be processed as under:

Time of making request for Cancellation (no. of days prior to Event, excluding date of the Event)	Illustration for Shoot Date of 15-Sep-2021	Refund Amount as % of Booking Amount
>= 7 days	By 8-Sep-2021	75%
< 7 days but >= 5 days	By 10-Sep-2021	50%
< 5 days but >= 3 days	By 12-Sep-2021	25%
< 3 days	After 12-Sep-2021	NIL

8.2 MMMOCL at all times reserves the right to halt any activity that is deemed to adversely impact the safety and security of metro operations, personnel and property. In such cases the booking fees will be refunded on pro-rata basis i.e., the period of the Event shall be counted up to next 15 minutes and charges shall accrue up to the period of the Event till it was halted.

Illustration: If the film shooting is scheduled from 10 AM to 12 PM and the shooting is halted at 11:10 AM by MMMOCL on account of the above, charges up to 11:15 AM shall apply on pro-rate basis and the same for remaining 45 mins shall be refunded.

8.3 In case of acceptance of cancellation request, MMMOCL reserves the right to allocate the Event slot to the next in turn as per the Register.

8.4 MMMOCL reserves the right to process a refund in case of Force Majeure conditions outside the control of the applicant.



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9. OTHER TERMS & CONDITIONS

- 9.1 Applicant shall be responsible to obtain any / all permissions from all other concerned agencies, wherever required.
- 9.2 In case of any loss and / or damage caused to MMOCL's property, the applicable amount will be deducted from the Security Deposit or charged additionally in case it exceeds the security amount.
- 9.3 It shall be the sole responsibility of the applicant to clean up debris, garbage, material brought in or created by the applicant at MMOCL premises. Any costs incurred by MMOCL due to the negligence or failure of the applicant in this regard shall be deducted from the Security Deposit of the applicant or charged additionally in case if it exceeds the Security Deposit.
- 9.4 All people of the applicant's team shall carry access passes at the time of Event. There shall be no relaxation to the crew / associated team and their equipment from security checks and the same shall be as applicable to other metro passengers. Loss / Damage to the id cards would be deducted from the Security Deposit. Entry to the driver's cabin on the metro train is strictly prohibited.
- 9.5 MMOCL reserves the right to restrict the number of persons and the type of equipment entering the metro station for this activity.
- 9.6 The Event shall not hamper the operational and Maintenance activities of the metro nor cause any inconvenience to the passengers. MMOCL at all times retains the right to halt any activity that is deemed to adversely impact the Safety and Security of metro operations, personnel and property.
- 9.7 MMOCL shall not be held responsible for any liabilities, bodily injuries, deaths, losses, lawsuits, claims, demands, fines, damages, costs and expenses (including all costs for investigation and defence, and expenses including legal fees thereof) which are caused by the actions of the applicant organization and / or by any participant during the shoot.
- 9.8 Display of any sort of advertisement in the metro premises, including trains, will not be permitted during the course of the Event.
- 9.9 In case of electricity requirement during the Event at the premises, the supply shall be made available on chargeable basis. Applicant may use generators for supply of power as required with prior approval of MMOCL authorities to ensure no interference or disturbance to activities of Metro.

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9.10 All cords and wires running along the floor must be jointless, with plugs of appropriate ratings and taped or guarded such that metro station patrons or staff do not trip or fall. Any accident or mishap as a result to such provisions shall be sole responsibility of the firm shooting/filming and will have to bear the financial loss to Metro, if any, on this account.

10. EXCEPTIONS

- 10.1 Activities prohibited under any law will not be allowed.
- 10.2 Animals will generally not be permitted on MMOCL property. If it is required, MMOCL's prior permission will be a pre-requisite. If consent is granted, animals must be kept under control at all times by qualified personnel.
- 10.3 Use of fire, gunfire, explosives or any hazardous material is not permitted at MMOCL premises.
- 10.4 The photo or video content filmed shall not display any offensive or obscene material or any material with political, religious or racial overtones.
- 10.5 The applicant shall not be allowed to make any changes in respect of the names of the locations, stations, train, etc. without prior specific permission of MMOCL.
- 10.6 MMOCL staff / contractors shall not be involved in the Event without the prior written permission of MMOCL.
- 10.7 The synopsis of audio / video / photo content shall be shown to MMOCL for approval. No negative projection of the metro is permitted, and the applicant shall ensure that there is no adverse publicity and MMOCL is not depicted in poor light. There should not be any direct / indirect reference to terrorism in the content which contains shots of the metro. Therefore, the firm shall get approved the content being filmed/shooted from appropriate authority of MMOCL.
- 10.8 The applicant may use videos and photos shot at MMOCL only for the purpose stated in the application form. This content should not be used for any other purpose without written permission from MMOCL.

11. EXEMPTIONS

- 11.1 Any exemption in the policy may be permitted with the approval of The Managing Director, MMOCL.

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12. OBSERVANCE OF SAFETY & SECURITY REGULATIONS

- 12.1 While conducting the Event / Shoot in the normal run of a train, standing on the train footboards/ rooftops is not permitted. It has to be ensured further that no inconvenience is caused to other passengers. Similarly, shooting shall not be allowed on tracks while there is any movement of train. Shooting is allowed on tracks with prior specific permission for the same and obtaining power block. During the daytime, shooting at crowded metro stations shall be avoided to ensure that normal functioning of metro is not affected adversely and there is no inconvenience to the metro users.
- 12.2 A liaison officer from Commercial Department shall be attached to the Event team to ensure that there is no large-scale departure from the original and accepted script in respect of film shooting sequences utilizing metro properties (building, rolling stocks, tracks, signals etc.) and metro personnel. The liaison officer is also responsible to ensure that the shooting team adheres to safety and security instructions and there is nothing detrimental to the image of MMOCL.
- 12.3 The Applicant shall comply with all rules and regulations under the Metro Railways (Operations and Maintenance) Act 2002 and its amendments and all applicable laws of the State of Maharashtra.

13. PRIOR CLEARANCE FROM ALL MINISTRIES IN CASE OF FOREIGN NATIONALS / COMPANIES

- 13.1 Foreign film producers, seeking permission for shooting a feature film to be shown/ telecast outside India are required to approach the Ministry of Information & Broadcasting for obtaining their clearance for shooting in India (at the specified locations). This is also applicable to Indian producers undertaking the job for a foreign agency or for being shown outside India.
- 13.2 Foreign film producers, seeking permission for shooting a documentary film to be shown/telecast outside India are required to approach the External Publicity Division of the Ministry of External Affairs for obtaining clearance for shooting in India (at the specified locations). This is also applicable to Indian producers undertaking the job for a foreign agency or for being shown outside India.
- 13.3 Foreign journalists who are based in India and have accreditation from the Government of India do not require such clearances for taking shots for news.
- 13.4 In respect of foreign nationals, the Intelligence Bureau shall also be kept informed by endorsing a copy of the permission letter to the Deputy Director, Intelligence Bureau, Ministry of Home Affairs.

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14. ARBITRATION

14.1 Negotiation and Amicable Settlement:

In the Event of any dispute in connection with or arising out of this Event between the parties (disputes), the parties shall firstly attempt to amicably resolve such disputes through negotiations and discussions at the highest level.

14.2 Adjudication:

If any dispute between the parties is not resolved through negotiations and amicable settlement, either party shall give notice in writing to the other party of its intention to refer such dispute to Adjudication. The sole-member Adjudicator shall be nominated by the Managing Director of MMOCL at his discretion. The Adjudicator may also be an officer of MMOCL, not below the rank of General Manager, but one who has not dealt with the subject contract or disputed matter. The remuneration of the Adjudicator shall be fixed by the Managing Director of MMOCL and shall be shared by both the parties. The Adjudicator shall reach a decision within 30 days, or such period as agreed between the parties from the date of reference of the dispute. If either party is dissatisfied with the Adjudicator's decision, then the party, on or before 30 days on receipt of such decision, shall notify the other party of its dissatisfaction, and its intention to refer the dispute to Arbitration, failing which the decision of the Adjudicator shall be final.

14.3 Arbitration:

14.3.1 The dispute so referred shall be settled by Arbitration and the parties agree on the following procedure for appointing the Arbitrator:

The arbitration proceedings shall be governed by the Arbitration and Conciliation Act 1996 as amended by the Arbitration and Conciliation (Amendment) Act 2015. Venue of arbitration shall be Mumbai.

The dispute shall be referred to a sole-member Arbitral Tribunal. Such sole-member shall be nominated by the party seeking arbitration from the List of Arbitrators, maintained by MMOCL, consisting of independent persons to be nominated as Arbitrators, who shall meet with the requirement relating to the independent or impartiality of arbitrators referred to in the Fifth and Seventh schedules, read with Section 12, sub-sections (1)(a), (b) and (5) of the Arbitration and Conciliation Act, 1996 as amended by the Arbitration and Conciliation (Amendment) Act 2015.

If the party seeking Arbitration is the Applicant, such proposal shall be addressed to MMOCL and MMOCL shall, within 15 days from the date of receipt of such proposal, send the list of Arbitrators maintained by MMOCL to the Applicant. The Applicant shall nominate an Arbitrator from the list within 15 days from the date of receipt of the list from MMOCL., it shall forward such proposal to MMOCL along with the nomination of an Arbitrator from the list referred above.

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If either party fails to nominate the arbitrator within the prescribed time limit, as mentioned above, then such other party, after the expiry of the prescribed time limit, has the right to nominate the Arbitrator from the said list on behalf of the party failing to nominate.

If the other party fails to agree on the nominated arbitrator as above within 15 days from the nomination, the party may apply to the Designated Court referred to in the Arbitration and Conciliation Act, 1996 as amended by the Arbitration and Conciliation (Amendment) Act 2015 for the appointment of the Arbitrator.

- 14.3.2 The parties agree that the selection and nomination of Arbitrators from the list should be based on the nature and subject matter of dispute to be adjudicated upon, that is, the nominated Arbitrators shall have sufficient knowledge and experience to decide upon the disputed matter. In case of three-member Arbitral Tribunal, it shall also be ensured by the nominating parties / Arbitrators, as the case may be, that at least one member of the Tribunal shall be a legal professional with a minimum of 20 years of experience.
- 14.3.3 In the Event of an arbitrator dying, neglecting or refusing to act or resigning or being unable to act for any reason, it shall be lawful to appoint another arbitrator in place of the outgoing arbitrator in the manner aforesaid.
- 14.3.4 Subject to the aforesaid, the Arbitration and Conciliation Act 1996, as amended from time to time and the rules there under and any statutory modifications thereof for the time being in force shall be deemed to apply to the arbitration proceedings under this clause.
- 14.3.5 During the pendency of arbitration / conciliation proceedings, the Applicant shall clear all the pending payments to MMOCL for the Event.
- 14.3.6 The venue of the arbitration shall be Mumbai. All proceedings of such arbitration shall be in the English language. The cost of Arbitration including the fees of the Arbitrator shall be borne equally by both the parties. The decision passed by the Arbitral Tribunal shall be final and binding on both the parties.
- 14.3.7 Jurisdiction of Courts: The Courts at Mumbai shall have exclusive jurisdiction to adjudicate any claim, dispute or matters arising out of this Event.



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ANNEXURE A: **APPLICATION FORM FOR HIRING METRO PREMISES**

[on company letterhead if applicable]

Application Date	
Applicant	
Address	
Contact Person Name & Designation	
Email ID	
Phone	
Event Nature (Commercial / Non-Commercial)	
Description of Event	
Proposed Locations for the Event	
Proposed Start Date & Time	
Proposed End Date & Time	
Proposed Outline of the Event schedule involving metro premises	
Number of people requiring access	
Number and type of vehicles	
Type of equipment to be setup at the premises	
Electricity or other requirements if any	
Details of food & refreshment service arranged by the Applicant if any	
Authorized signatory sign, seal, date	

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ANNEXURE B: GUIDELINES

- A. Applications are required to be submitted to MMOCL at least 15 days in advance for proper scrutiny and approval of the case.
- B. All fees including applicable taxes shall be paid / submitted by the Applicant in the form of Demand Draft / Banker's Cheque / Online banking modes drawn on any scheduled commercial bank in favour of Maha Mumbai Metro Operation Corporation Limited payable at Mumbai within 10 working days of receiving Confirmation from MMOCL failing which the Applicant may lose its priority.
- C. In case of cancellations, refund shall be governed by Clause 8 (Cancellation and Refund Rules of the Policy for Hiring MMOCL's Premises including Stations or Trains for a Particular Period / Time).
- D. The applicant should pay an interest free refundable security deposit. In case of any loss and / or damage caused to MMOCL's property, the applicable amount will be deducted from the security deposit or charged additionally in case it exceeds the security amount.
- E. MMOCL reserves the right to interrupt or halt the any event, before or during the course of event, without any advance notice and no claim or compensation in this regard will be entertained.
- F. All people shall carry entry badges at the time of event.
- G. Production Company shall be responsible to obtain any / all permissions from all concerned agencies, wherever required.
- H. Any customers / staff of MMOCL will not be involved in the event without the prior written permission of MMOCL
- I. Timing of the event has to be agreed in advance and must be strictly adhered to.
- J. It shall be the sole responsibility of the applicant to clean up debris or any garbage material or any housekeeping activity, created and / or brought in by the applicant. Any costs incurred by MMOCL due to the negligence or failure of the applicant in this regard shall be deducted from the security deposit of the applicant or charged additionally in case it exceeds the security amount.
- K. In case of electricity requirement during the Event at the premises, the supply shall be made available on chargeable basis. Applicant may use generators for supply of power as required with prior approval of MMOCL authorities to ensure no interference or disturbance to activities of Metro .

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- L. All cords and wires running along the floor must be jointless, with plugs of appropriate ratings and taped or guarded such that metro station patrons and staff do not trip or fall. Any accident or mishap as a result to such provisions shall be sole responsibility of the firm shooting/filming and will have to bear the financial loss to Metro, if any, on this account.
- M. No animals are permitted on MMOCL property without prior consent. If consent is granted, animal(s) must be kept under control at all times by qualified personnel / Trained professional.
- N. MMOCL at all times retains the right to halt any activity that is deemed to adversely impact the Safety and Security of metro operations, personnel and property
- O. Activities prohibited under any law will not be allowed..
- P. Use of fire, gunfire, explosives or any hazardous material is not permitted at MMOCL stations.
- Q. The company / production house may use film, video and photographs shot at MMOCL only for the purpose stated in the application form. The images / footage shall not be used for any other purpose without prior written permission from MMOCL
- R. MMOCL reserves the right to restrict the number of persons and the type of equipment entering the metro station/train for this activity
- S. MMOCL shall not be held responsible for any liabilities, bodily injuries, deaths, losses, lawsuits, claims, demands, fines, damages, costs and expenses (including all costs for investigation and defense and expenses including legal fees thereof) which are caused by the actions of the Film / Event Companies / Media and Photographers and/ or by any participant in the event..
- T. Filming of Photo or Video must not display any offensive or obscene material or any material with political, religious or racial overtones.
- U. The synopsis of audio / video / photo content shall be shown to MMOCL for approval. No negative projection of the metro is permitted, and the Applicant shall ensure that there is no adverse publicity and MMOCL is not depicted in poor light. There should not be any direct / indirect reference to terrorism in the content which contains shots of the metro. Therefore, the firm shall get the content approved from appropriate authority of MMOCL before beginning the shooting.

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- V. The company / production house should not be allowed to make any changes in respect of the names of the locations, stations, train etc. without prior specific permission of MMOCL.
- W. There should not be any inconvenience to the daily commuters at the time of the event , The proposed activities shall not temper the operational and maintenance activities or cause any inconvenience to the passengers.

Date	
Authorized signatory name, designation	
Email ID & Phone No.	
Authorized signatory sign, seal	



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ANNEXURE C: INDEMNITY BOND

[on Rs.100/- stamp paper duly notarized]

I, [Name of the Official], [Designation], [Organization] having Registered Office at [*] have been authorized by Maha Mumbai Metro Operation Corporation Limited to carry out [Event name] for a period of [*] days from [start date] to [end date] at [name of MMOCL location].

I hereby indemnify Maha Mumbai Metro Operation Corporation Limited and its Representatives and Officials completely against any loss, injury, damage caused to metro commuters, MMOCL's men, material and property and to our authorized contractors' / vendors' men and material as well during the said Event period and undertake to bear all cost incurred as a result of such incidence. I hereby further state that no claims or damages whatsoever shall be raised by myself or my representatives against MMOCL on the aforesaid context before any court / statutory authorities.

Authorized signatory,

Name, designation, organization, contact

Witness:

1.

2.

To be filled by MMOCL official -

Date and time of entry:

Date and time of exit:



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ANNEXURE D: UNDERTAKING

[on company letterhead if applicable]

I hereby certify that the details in this application accurately reflects the Event as proposed and that I have fully read and understood the applicable terms and conditions for such Event. If the Event is approved, my company and I agree to abide by the guidelines set forth for this Event.

Name:

Designation & Organization:

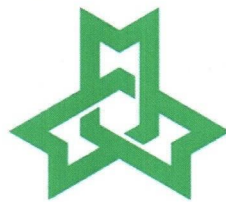
Contact:

Authorized Signatory Signature & Seal:

Date:



MMMOCL PREMISES HIRING POLICY



**Maha
Mumbai
Metro**

Operation Corporation

END OF DOCUMENT



Maha Mumbai Metro Operation Corporation Limited (MMMOCL)
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