



## CONTRACT

**Date:** APRIL 28, 2022

**COMPANY :** INTERNAL AUDIT SERVICE-DEPARTMENT OF FOREIGN AFFAIRS

Thank you for choosing **LULJETTAS GARDEN SUITES** as a venue of your event this coming **MAY 27-28, 2022** with details as follows:

Guaranteed no. of persons	: 17 PAX
Room Accommodations:	: Luljettas Garden Suites
Meals to be taken	: Day 1: Lunch, PM Snacks, Dinner Day 2: Breakfast, & Lunch
Function Venue	: Antipolo Room
Amenities	: Luljettas Place & Loreland Farm Resort

### TOTAL ESTIMATED EXPENSE

**GRAND TOTAL**

**Php 70,000.00**

### **Package Inclusions:**

1. Overnight room accommodations for **17 pax** at *Luljetta's Garden* for **2 days and 1 night**. Rooms are air-conditioned, with cable TV, hot & cold shower.
2. Teambuilding activities with competent facilitator good for **17 pax**.
3. Exclusive Use of Antipolo Room **good for 1 day** as dining and program area with basic sound system, projector, white boards & markers.
4. Access to water and sports amenities of *Luljetta's Garden Suites and Loreland Farm Resort*.
5. Meals on Day 1: Lunch, PM Snacks, & Dinner  
Meals on Day 2: Breakfast, & Lunch

### **DISCOUNTS & FREEBIES:**

1. Free flowing coffee & water during seminar session.
2. Free welcome tarpaulin with personalized company logo.
3. Special Corporate discounts on *Luljetta's Hanging Gardens Spa's* services.
4. Discounted rates on room accommodations & function hall.

### CATERING POLICY

All food and beverage items shall be purchased exclusively from the RESORT, unless previously negotiated and agreed in writing with the RESORT. Otherwise, the ongoing rate for corkage fee shall be implemented.

All orders on personal account to be settled individually upon rendition of service unless



otherwise approved by the authorized signatory.

The RESORT will only prepare the guaranteed number of covers. Should the number of covers actually served exceed the number of covers guaranteed, the CLIENT shall pay for the guaranteed number of covers plus the additional covers actually served at the price per cover indicated in this contract. Should the number of covers actually served be less than the guaranteed number of covers, the CLIENT shall pay for the guaranteed number of covers.

The RESORT will not be responsible for any delay in food replenishment, should the actual number of guests exceed more than the guaranteed number of covers.

#### B. CANCELLATION AND LIABILITY POLICY

The CLIENT shall notify the RESORT in writing at least (15) fifteen days before the date of the function of such additional covers over and above the guaranteed number of covers or any reduction in the guaranteed number of covers in order to ensure that the function commences on time. Failure to give such notice will result in the RESORT serving the original number of covers agreed upon with the CLIENT paying the full amount contracted.

However, where the RESORT at its sole discretion may provide the addition covers required or make alternative arrangements and/or suggestions depending on the function menu, the venue, venue capacity and time available to make the necessary adjustment the cost of which are to be born by the CLIENT and agreed upon in advance.

Should the CLIENT wish to cancel this agreement, a written notice shall be served to the RESORT before the scheduled function. Cancellations will be accepted only if advised at least fifteen (15) days prior to the supposed date of the function. Failure to do such notification shall result in the forfeiture in favor of the RESORT of all/any deposits paid; provided however, that a notice of cancellation received by the RESORT fifteen (15) days or less before the function shall result in the CLIENT being liable for the payment of the guaranteed minimum charge of the function.

In the event of non-performance due to the following reasons: consequence of war, change statutes of the Philippine Government, strike, riots, and other civil disturbances, typhoons, floods, natural calamities and other Acts of Nature, fire or such other conditions and events beyond our control, the RESORT shall not be responsible for failure to execute obligations specified herein directly and indirectly occasioned by or through as mentioned above. Thus the RESORT will extend at least 6 months to consume your deposit.

The CLIENT shall be responsible for any loss or damage of the RESORT's property or fixture, including breakage and losses of operating equipment, sustained during or in connection with the function due to any act or omission of the CLIENT or any guest. The cost of replacement or repair of the loss or damage shall be charged by the RESORT and included in the final statement of account for the CLIENT's settlement.

The RESORT shall not be liable for any loss or damage or injury to the person or property of the CLIENT or any of its guest, sustained while in the RESORT premises, except when such loss, damage or injury is due to the willful act or gross negligence of the RESORT or any of the



employees.

**BILLING ARRANGEMENT**

All room and catering charges shall be settled by **INTERNAL AUDTI SERVICE-DEPARTMENT OF FOREIGN AFFAIRS**

**Terms & Conditions:**

- Send bill arrangement with certificate of availability of funds amounting to Php 70,000.00.

**Company Name:** LORELAND REALTY AND DEVELOPMENT CORPORATION

**Bank Name:** Landbank, Antipolo Branch

**Account #:** 1411-1487-57

We do hope that the above arrangements meet your approval. If you agree to the aforementioned arrangements and terms and conditions specified, please indicate your conformity by signing in the space provided below and return the contract on or before **April 30, 2022**. Should you have further queries and clarifications, please do not hesitate to call through the following numbers: Direct lines: +632 534 2517, +632 633 3494, +632 219 8468 or 0917-135 0522, email at sales@luljettas.com.

Looking forward to welcoming you and your guests at Luljetta's Place!

Sincerely,

  
**Mr. Larry "Ali" F. Serrano**  
LRDC, Sales and Marketing Department

CONFORME:

  
**JULIUS CAESAR A. FLORES**  
ASSISTANT SECRETARY

23 May 2022