

## NFDC-National Film Archive of India – Rate Card

Sr.No.	Venue	Description	Rate	Rate including GST
1.	Phase-I Main Theatre 330 seater	Film screening charges for Private Producers/ Individuals (DCP, DLP, 35mm, 16mm) Deposit Amount – Rs.5,900/-	Rs.5,000/- per hour	Rs.5,900/- per hour <b>Rs.11,800 for 2 hours</b>
		Screening charges for Film Festival, Education Institutions, Embassies, Registered Film Societies, Media students, Conferences, Book Release Deposit Amount – Rs.7080/-	Rs.3,000/- per hour	Rs.3,540/- per hour <b>Rs.7,080/- for 2 hours</b>
		Film Premier / Music Launch / Corporate Events & Seminars Deposit Amount – Rs.23,600/-	Rs.20,000/- per hour (inclusive of Lawn)	Rs.23,600/- per hour <b>Rs.47,200/- for 2 hours</b>
2.	Phase-I Preview Theater 33 seater	Film Screening / Event Charges Deposit Amount – Rs.3,540/-	Rs.3,000/- per hour	Rs.3,450/- per hour <b>Rs.7,080/- for 2 hours</b>
3.	Phase-II Main Theatre 196 seater	Film Premier / Music Launch / Corporate Events & Seminars Deposit Amount – Rs.11,800/-	Rs.10,000 per hour	Rs.11,800 per hour <b>Rs.23,600/- for 2 hours</b>

- Taxes Extra
- Minimum 2 hours booking is compulsory. Every additional hour post that would be charged as per hourly rates mentioned in every categories above.
- The above rates are inclusive of Screening / Interval / Assembling and Disassembling and the parties will be allowed to display the three (size 3'X6') standees inside the lobby area.

Extra Facilities: The Party hiring the theater can hire the following extra facilities, if required, by paying the hire charges indicated against each.			
S.No.	Particulars	Rate	Rate including GST
1.	Equipment hire (Lapel Mic or Cordless Mic, Amplifier, Speaker, Audio mixer)	Rs.1,000/- (consolidated)	<b>Rs.1,180/-</b>
2.	Additional branding charges (to display banners/posters, flexes at parking/entrance)	Rs.1,000/- (consolidated)	<b>Rs.1,180/-</b>
3.	Utilization of theatre premise for Professional Videography / still photography at Lobby and anywhere inside the theatre campus Please note- for maintaining the safety features of campus, Battery Operated Camera / Light only allowed. No power sources will be provided for charging and lighting for the AV equipment	Rs.3,500/- (consolidated)	<b>Rs.4,130/-</b>
4.	Utilization of open space available at NFDC-NFAI campus lawn area along with the theatre booking Area : 5000 sq.ft approximately	Rs.5,000/- (consolidated)	<b>Rs.5,900/-</b>
5.	Utilization of multi-purpose hall ( No screening venue with the capacity of 60 people)	Rs.30,000/- per day (8 hours)	<b>Rs.35,400/-</b>
6.	Utilization of Content from NFDC – NFAI collection	Please email your requirement to <a href="mailto:nfaifilmlibrary@gmail.com">nfaifilmlibrary@gmail.com</a> , <a href="mailto:nfaifilmcircle@gmail.com">nfaifilmcircle@gmail.com</a> Service charges applicable	
<ul style="list-style-type: none"> <li>• Taxes Extra</li> </ul>			
<b>Security Deposit – 50% of the total hire charges calculated (Only Cheque will be accepted)</b>			

#### Terms and Conditions

1. The audience and organizer will be allowed inside the theatre, 15 minutes prior to the screening / events.
2. If any prior arrangement needs to be done inside the theatre, the timing will be calculated accordingly.
3. The audience / organizer will be allowed inside the campus 1 hour prior to the screening / events booked.
4. If any banners / posters / standees need to be installed inside the campus will be permitted after the prior permission from the officials and after paying the add on charges. PMC (Pune Municipal Corporation) approval needs to be furnished for putting up big size banners / standees / boards etc.
5. Booking Party should adhere to the date and timing of the screening.

6. The booking will be confirmed after paying 100% payment in advance for the services requested.
7. If the show / Program cancelled (48 Hours before the event start) by the booking party after remitting the full amount, "ONLY 50% OF THE TOTAL AMOUNT WILL BE REFUNDED".
8. Indemnity undertaking document has to be submitted before booking for any type of screening at NFDC – NFAI Phase I & II theatres.
9. The organizer is solely responsible for copyright violations, if any and shall submit the No Objection Certificate from the copyright owner before screening at NFDC – NFAI Phase – I & II theaters.
10. "Smoking, Consuming of Alcohol & usage of Tobacco products" are strictly prohibited inside the Theater / NFDC – NFAI campus.
11. Any flammable material is restricted inside the theater or NFDC – NFAI premises.
12. "Stickers, Posters, Banners" and "Videography / Still Photography" are allowed only after making the necessary payment and prior permission from NFDC-NFAI official.
13. "Eatables" are strictly prohibited inside the Screening Hall.
14. Snacks can be distributed at **Outside near garden** for audiences and proper sanitation has to be maintained by the party.
15. Booking party is responsible for any damage to the NFDC-NFAI property during the screening / events and the penalty will be imposed based on the assessment.
16. NFDC-NFAI is not responsible for missing of goods / valuables inside / outside the theatre / premises.
17. Parking of vehicles is at owner's risk and NFDC-NFAI is not responsible for the damage / theft to the vehicles parked and can accommodate 20 cars and 50 two wheelers.
18. If any technical break-down of UPS / Projector / Air Conditioner / Server / Electricity etc., during the screening; the booking will be cancelled by NFDC-NFAI.
19. No security refund claim shall be entertained after 30 days from the date of event.
20. All precautionary measures for the safety of attendees must be taken care of by the party.
21. Necessary clearances, licenses, police permission wherever applicable should be obtained for conducting film festivals / functions, etc., by the booking party.
22. Prior permission of NFDC-NFAI is required in all the cases other than mentioned above.
23. Taxes will be applicable as per the Government norms.

**THEATRE BOOKING – PAYMENT DETAILS**

For NFDC-NFAI Theatre Booking

Address:-

To  
**The Manager,**  
**NFDC-National Film Archive of India,**  
Law College Road,  
Pune – 411 004.

Phone Number – (020) 29701569

Mobile Number – 9689475251 (Salam.P.A.)

Email Address – [nfaifilmcircle@gmail.com](mailto:nfaifilmcircle@gmail.com)

Theatre Charges and Security Deposit DD/Cheque in the name of :-

**NFDC-National Film Archive of India**

Online Transfer Bank Details:-

Account Name: NFDC-National Film Archive of India,

Account Number: 0019104000162791

Bank Name: IDBI Bank,

Branch: Warden Road, Mumbai.

IFSC Code : IBKL0000019

## APPLICATION FORM – THEATRE BOOKING

To  
The Manager,  
NFDC-National Film Archive of India,  
Law College Road,  
Pune – 411 004.

Dear Sir,

### **Sub : NFDC – NFAI Auditorium booking for screening**

We are planning to screen our film -----(film title)-----(Censor Certificate)---- at -----(venue)-----  
on -----(date)--- ---(time)---- ---(duration of film)--- and type of audience.

Film Title:  
Censor Certificate:  
Venue:  
Screening Date:  
Screening Time:  
Duration:  
Audience:

Thanking you,

Name:  
Signature:  
Date:

## LETTER OF INDEMNITY

This letter seeks to indemnify NFDC-National Film Archive of India from and against any and all claims, damages, copyright issues, losses and any other kind of liability that may arise from the screening of --- (film title) on --- (date) at NFDC-National Film Archive of India. (Add more details of the film screening if required)

Name:

Signature:

Date:

## **LETTER of DECLARATION**

We hereby declare that the film **– (film title)--** that will be screened at NFDC-National Film Archive of India on **–(date)--** has not been certified by the Central Board of Film Certification **(cite reason)**. Kindly find enclosed a letter of indemnity to indemnify NFDC-National Film Archive of India of any and all liability that may arise from the screening of the film at NFDC-National Film Archive of India.

Name:

Signature:

Date: