



September 10, 2025

CONTRACT ID # 673
ACCOUNT NAMEs: SVP Romeo B. Carandang and Mr. Deuel Quintanar
COMPANY NAME: Development Bank of the Philippines (DBP)
ADDRESS: Sen.Gil J Puyat Ave.coner Makati ave., Makati City
CONTACT NUMBER/S: 818-9511 local 6630
EMAIL ADDRESS: ldd-tu@dbp.ph

Thank you very much for choosing ROY28 HOTEL MANAGEMENT INC. or DBA as ROY'S HOTEL AND CONVENTION CENTER for your Seminar on September 12-14. Please see below details/information for your confirmation.

DATE	VENUE	TIME	SET-UP	RATE	NO. OF PERSONS
September 13, 2025 (Saturday)	Lotus 1-2	07:00 AM – 9:00 AM (Ingress)	Round Tables/Class room Set-up	Php 1,350 nett per person	38
		9:00 AM – 07:00 PM (Event Time)			
		07:00 PM – 08:00 PM (Egress)			

DATE	VENUE	TIME	SET-UP	RATE	NO. OF PERSONS
September 14, 2025 (Sunday)	Lotus 1-2	07:00 AM – 9:00 AM (Ingress)	Round Tables/Class room Set-up	Php 1,150 nett per person	38
		9:00 AM – 12:00 PM (Event Time)			
		12:00 PM – 01:00 PM (Egress)			

1. Execution and Return of Contract: The undersigned party agrees to **sign and return this contract within three (3) business days from the date of receipt.** Failure to execute and return the contract within the specified timeframe may result in the termination of this agreement at the discretion of the other party.
2. Standard Ingress Time is 2 hours prior to the event and Egress Time is 1 hour after the event. Beyond the applicable set-up time, minimum Ingress/Egress charges may apply. Subject to availability.
3. Ingress Form shall be issued to you or your contracted supplier for the Ingress and Egress with corresponding rules and regulations directed by Roy's Hotel Convention Center. Strict implementation of - **No approved Ingress Form; No Ingress.**
4. RHCC is a non-smoking Hotel. Designated areas for smoking are located outside of the hotel.
5. For bookings with adjacent function rooms, there will be chances that the venue may still be used for another event. For exclusivity, RHCC can offer the adjacent venue with corresponding charges.
6. In case of bookings from **September 14, 2025 2pm onwards**, RHCC has the right to offer the space to other clients. This will give you a 2 hours standard Ingress schedule prior to event time.
7. If there is no preceding event scheduled before your designated event time, we may permit an earlier ingress and a later egress. However, these arrangements are subject to modification at the discretion of the salesperson incharge.
8. During the periods of ingress and egress, we will allow the usage of minimal lights and no air conditioning systems. The air conditioning will be activated 30 minutes before the scheduled start time of the event.
9. In the instance of excess use of the function room and its amenities, an hourly rate will be charged. For the **Lotus 1-2**, hourly excess rate is **Php 3,000.**

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In case of suit against the engager or coordinator by RHCC to enforce collection of unpaid accounts, twenty five percent (25%) of the unpaid account shall be added for attorney's fee and expenses of collection, whether actually incurred or not. Venue shall be in Bacolod City.

We would like to thank you again for choosing Roy's Hotel and Convention Center. We assure you of our commitment to making this event a great success.

CONFORME:

SVP Signed
(Please sign over printed name and date)

Acco Signed Hotel Bacolod