

INTERNATIONAL MULTI-AWARD WINNING INSTITUTION FOR SUSTAINABILITY

RESIDENTIAL & SERVICES DEPARTMENT (RSD),

Residential and Services Department,
Level 1, Mahallah Ummu Kalthum Administration Office,
International Islamic University Malaysia,
Bandar Indera Mahkota, 25200 Kuantan, Pahang.
Tel: 09-5730841 E-mail: rsd.iiumktn@iium.edu.my

APPLICATION FOR SPACE RENTAL (EXTERNAL)

NAME : _____
NRIC : _____
PHONE NO : _____
DATE OF PROMOTION : _____ Start date _____ End date _____

Reminders:

- Please fill in this form clearly (in Capital Letters) and mark (x) in the appropriate box and leave blank whenever applicable.
- Please submit this form together with the following documents:
 - Photocopy of NRIC of the vendor
 - Company Registration Certificate (SSM)
 - Photocopy of license (*Pihak Berkuasa Tempatan - PBT*) – Bazaar & Food Truck only
 - Photocopy of Typhoid injection
 - Photocopy of "Sijil Pengendalian Makanan"
 - The proposal of the program (internal event)

COMPANY NAME / ORGANIZER	
ROC/ROB No.	
ADDRESS	
GENDER	
NATIONALITY	
RACE	

TYPE OF PROMOTION

Please tick ONLY one (1) at the appropriate box for your promotion type.

Tick (/)	Type of Business	Total Unit
	Food truck / RM 100.00 per day	
	Canopy / RM 50.00 per day (20 x 20)	
	Space area / RM60.00 per day (6 x 6)	

Location and details of business:

DECLARATION (FOR APPLICANT)

By signing below, I/We certify that the information provided above is accurate and genuine. I/We further confirm that we have read the Terms and Conditions overleaf and agree to be bound by them. I/We agree to take responsibility and accountability for failing to comply with any of the terms and conditions and compensate the University for any loss or damage to the University properties.

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(Signature of person-in-charge)

FOR OFFICE USE ONLY

Received by, RESIDENTIAL & SERVICES DEPARTMENT, IIUM Kuantan Date :	Approved / NOT approved by, HEAD, RESIDENTIAL & SERVICES DEPARTMENT, IIUM Kuantan Remark: Date :
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Name :
Date/time:

TERMS AND CONDITIONS

1. **Description:** Every potential user to the University properties acknowledges that he has received and read a copy of these Terms & Conditions attached to the application form. If his application to use the University Facilities is accepted by the university; these Terms & Conditions shall govern & regulate his rights as a user of the properties & he will abide by such terms & conditions.
2. **Agreement**
 - 2.1. IIUM reserves the right to reject any application as it deems fit.
 - 2.2. The agreement between the university and the user shall come into force from the date of acceptance of the user's application until terminated in account with the provision of clause 9 of these terms and conditions.
3. **Definitions**
 - 3.1 In these terms and conditions, unless the context otherwise requires, the following words and expressions shall have the following meanings: -
"University" means International University Malaysia (IIUM), Jalan Sultan Ahmad Shah, Bandar Indera Mahkota, 25200 Kuantan, Pahang. "Properties" means the Campus Bazaar. "Managing Authority" means any committee formed by International Islamic University Malaysia to manage the campus bazaar. "User" means student or staff, or organization associated with the university or public who use the University properties. "Student" means any person who registered for study in the University for the current academic semester. "Staff" mean all employees of the University. "Organization associated with the University" means that the organizations are officially recognized or student groups or administrative or academic units.
 - 3.2 "Public" means an individual or organization who is not associated with the University at all.
4. **User's Duties & Responsibilities**
 - 4.1 The user shall abide by all the general conditions of IIUM and the University By-Laws and Rules; inter-alia: - -
(1) to obey the dress code of the University, i.e. to dress appropriately/modestly which covers the aurah;
(2) not to conduct any activities which contravene to the teachings of Islam;
(3) not to conduct/indulge in any political activities; iv) to observe the rule that smoking is strictly prohibited within the campus area.
 - 4.2 The User shall undertake to make full payment (if required to use the property).
 - 4.3 The User shall maintain and keep its staff or employees in good order and decent behavior within the University property and shall be solely and entirely responsible for the carrying out and compliance with the requirement of these terms and conditions and shall be liable for any damages howsoever caused to the property used.
 - 4.4 The driving of tacks nails or screws, etc. into any of the woodwork or walls or any part of the building, furniture or fixture IS STRICTLY FORBIDDEN. Decorations will not be permitted without written permission of the University.
 - 4.5 Advertising signs or posters or banners on campus require the approval of the University.
5. **Rights and Liabilities of the University**
 - 5.1 The University shall not be liable for any loss, inconvenience, interruption, or any damage suffered as a result or consequence of the University:
(1) Making any modification or alteration or renovation to the properties at any time as it considers appropriate and necessary for the proper and efficient functioning of the properties.
(2) Suspending the use of the hired facilities by the hirer on grounds that there may be a breach by such Hirer on these terms and conditions.
 - 5.2 The University reserves the right at any time to:
(1) Cancel, revoke, suspend, or terminate this agreement and the use of the properties due to the breach of the terms of this agreement or any misrepresentation or inaccurate information given by the user.
(2) Suspend, interrupt, or terminate the use by any Hirer of the facilities for any reasons whatsoever.
(3) Amend, add, or delete any Terms & Conditions with or without notice being given to the user and the user shall be bound to observe, perform, and comply.
(4) Impose specific restrictions on the user relating to the use of hired properties.
 - 5.3. The University shall not be liable to any user for any act or thing done according to an exercise of its rights under Clause 5.2 above.
 - 5.4. The University shall not be liable to any user for any third party or persons authorized by or claiming through a user for any loss or damage, whether direct or indirect, special, or consequential, or loss of business, revenue, or profits of any nature suffered by any user, or any person authorized by any user arise.
6. **Charges** All charges payable by the user are those set by the University and will be those in force at the time of the properties.
7. **Duration** The maximum durations for the properties' usage are those set by the University and will be those in force at the time of the user's use of the properties.
8. **Assignment** No user shall be permitted to assign or transfer any or part of their rights or obligations under these terms and conditions to any person without the prior consent of the University.
9. **Termination**
 - 9.1. The University may suspend/terminate the agreement for usage of the properties if the user breaches any provision of these terms and conditions.
 - 9.2. The University in its absolute discretion may terminate the agreement made between the University and the user by giving notice to the user and such termination shall take effect after seven (7) days from the date of the notice.

10. **Severability** If one of the provisions of these terms and conditions shall invalid, illegal, or unenforceable under any applicable law or decision, the validity, legality, and enforceability of the remaining provisions shall not be affected or impaired in any way and such invalid, illegal or unenforceable provision(s) shall be deemed deleted.
11. **Waiver** Failure by the University to exercise any or all its rights under these terms and conditions or any partial exercise of a right, shall not act as a waiver of such rights, and such rights may be exercised without having to wait for the occurrence or reoccurrence of a similar event giving rise to such rights.
12. **Time** whenever mentioned in these terms and conditions shall be of the essence.
13. **Binding Effect of The Agreement** These terms and conditions shall be binding upon and ensure to the benefit of any nominees, heirs, assigns, or successors in title of the user.
14. **Amendments to these Terms and Conditions** The University shall have the sole discretion to add, delete, or amend the Terms and Conditions from time to time and will advise the hirer of accordingly by sending a notice setting out the changes.