

FACILITIES & SERVICES DEPARTMENT (FSD)

Level 2, Finance Department Office,
Office of the Campus Director Building,
International Islamic University Malaysia,
Bandar Indera Mahkota, 25200 Kuantan, Pahang.
Tel: 09-5704067 E-mail: rsd.iiumktn@iium.edu.my

APPLICATION FOR SPACE RENTAL AT IIUM KUANTAN CAMPUS

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

Reminders:

- Please fill in this form clearly (in Capital Letters) and tick (I) 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 - (MBK) - Bazaar & Food Truck only*
 - Photocopy of Typhoid injection
 - Photocopy of *Sijil Pengendalian Makanan*
 - The proposal of the program (internal event)

STAFF / 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 (I)	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 hereby certify that all information provided in this application is true, accurate, and complete. I/We further confirm that I/We have read and understood the Terms and Conditions attached hereto and agree to be bound by them.

I/We agree to be fully responsible and accountable for any breach of the Terms and Conditions and undertake to indemnify and compensate the University for any loss or damage to its properties arising from such breach.

.....
(Signature of person-in-charge)

Name:

Date/time:

FOR OFFICE USE ONLY	
Received by, FACILITIES & SERVICES DEPARTMENT IIUM Kuantan Remark: Date :	Approved / NOT approved by, HEAD, FACILITIES & SERVICES DEPARTMENT IIUM Kuantan Remark: Date :

TERMS AND CONDITIONS

1. Every applicant for the use of University properties hereby acknowledges that they have received and read a copy of these Terms and Conditions attached to the application form. In the event that the application to use the University facilities is approved, these Terms and Conditions shall govern and regulate the applicant's rights as a user of the properties, and the applicant agrees to comply with all such Terms and Conditions.
2. **Agreement**
 - 2.1 IIUM reserves the right to reject any application at its sole discretion.
 - 2.2 The agreement between the University and the user shall commence from the date of acceptance of the user's application and shall remain in force until terminated in accordance with 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 meanings assigned to them below:
 - a) **University** means International Islamic University Malaysia (IIUM), Jalan Sultan Ahmad Shah, Bandar Indera Mahkota, 25200 Kuantan, Pahang.
 - b) **Properties** means the Campus Bazaar and any other facilities or spaces owned or managed by the University.
 - c) **Managing Authority** means any committee or body established by the University to manage and administer the Campus Bazaar.
 - d) **User** means any student, staff member, organization associated with the University, or member of the public who utilizes the University's properties.
 - e) **Student** means any person registered for a programme of study at the University for the current academic semester.
 - f) **Staff** means all employees of the University.
 - g) **Organization associated with the University** means any organization, student group, or administrative or academic unit officially recognized by the University.
 - 3.2 **Public** means any individual or organization that is not associated with the University in any capacity.
4. **User's Duties & Responsibilities**
 - 4.1 The User shall comply with all general conditions of IIUM, including the University By-Laws and Rules, inter alia, as follows:
 - (a) To observe the University dress code, i.e., to dress appropriately and modestly in accordance with *aurah* requirements;
 - (b) Not to conduct any activities that are contrary to the teachings of Islam;
 - (c) Not to engage in or participate in any political activities;
 - (d) To observe the rule that smoking is strictly prohibited within the campus area.
 - 4.2 The User shall undertake to make full payment, where applicable, for the use of the property.
 - 4.3 The User shall ensure that all staff, employees, or representatives maintain good order and proper conduct within the University property. **The User shall be solely responsible for compliance with these Terms and Conditions and shall be liable for any damage howsoever caused to the property used.**
 - 4.4 The driving of tacks, nails, screws, or similar objects into any woodwork, walls, or any part of the building, furniture, or fixtures is strictly prohibited. Decorations shall not be permitted without prior written approval from the University.
 - 4.5 The display of advertising signs, posters, or banners within the campus shall require prior approval from the University.

5. Rights and Liabilities of the University

- 5.1 The University shall not be liable for any loss, inconvenience, interruption, or damage suffered by the User arising from or in connection with:
- Any modification, alteration, or renovation of the properties carried out at any time as deemed necessary by the University for the proper and efficient functioning of the properties;
 - The suspension of the use of the facilities by the User on the grounds of a suspected or actual breach of these Terms and Conditions.
- 5.2 The University reserves the right, at any time, to:
- Cancel, revoke, suspend, or terminate this Agreement and/or the use of the properties in the event of any breach of these Terms and Conditions or any misrepresentation or inaccurate information provided by the User;
 - Suspend, interrupt, or terminate the User's use of the facilities for any reason whatsoever;
 - Amend, vary, add to, or delete any of these Terms and Conditions, with or without prior notice, and the User shall be bound to comply with such amendments;
 - Impose specific restrictions or conditions on the User in relation to the use of the 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 the User or to any third party, including any person authorized by or claiming through the User, for any loss or damage (whether direct, indirect, incidental, special, or consequential), including but not limited to loss of business, revenue, or profits, arising from or in connection with the use of the properties.

6. Charges

- 6.1 All charges payable by the User shall be as determined by the University and shall be those in force at the time of use of the properties.

7. Duration

- 7.1 The maximum duration for the use of the properties shall be as determined by the University and shall be those in force at the time of the User's use of the properties.

8. Assignment

- 8.1 The User shall not assign or transfer, in whole or in part, any of their rights or obligations under these Terms and Conditions to any third party without the prior written consent of the University.

9. Termination

- 9.1. The University may suspend or terminate this Agreement for the use of the properties in the event that the User breaches any provision of these Terms and Conditions.
- 9.2. The University may, at its absolute discretion, terminate the Agreement by giving written notice to the User, and such termination shall take effect seven (7) days from the date of such notice.

10. If any provision of these Terms and Conditions is held to be invalid, illegal, or unenforceable under any applicable law or by any competent authority, such provision shall be deemed severed, and the validity, legality, and enforceability of the remaining provisions shall not be affected or impaired in any way.
11. Failure by the University to exercise, or any delay in exercising, any right under these Terms and Conditions shall not operate as a waiver of such right. Any partial exercise of any right shall not preclude further exercise of that or any other right.
12. Time, wherever 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. The University reserves the right, at its sole discretion, to add, vary, amend, or delete any provision of these Terms and Conditions from time to time. The User shall be notified of such changes through written notice or any other means deemed appropriate by the University.
15. The organizer shall be responsible for obtaining and maintaining all relevant permits, licences, and approvals from Majlis Bandaraya Kuantan (MBK) prior to conducting any Food Bazaar, Food Festival, or other entrepreneurship-related event at the IIUM Kuantan Campus. This requirement is to ensure that the programme is conducted lawfully and in compliance with all applicable requirements, regulations, and conditions imposed by the relevant authorities.