



Rules of the Hostel Facility

1. **Smoking, Tobacco, Narcotics & Alcohol Smoking is strictly prohibited inside the premises;**

Anyone found guilty will be terminated from RoomPe's Student Accommodation

Alcohol, Narcotics & Any Hazardous Material is strictly prohibited inside the premises; anyone found guilty will be terminated from RoomPe's Student Accommodation. Roompe may support a call for legal action & about informing your respective college/university

2. **Personal Belongings**

Roompe will not be responsible for loss or theft of any personal belongings as housekeeping will take place in absence of residents only. However, Roompe will support a search with due permission

3. **Electrical & Digital Gadgets**

Heaters, Iron, Hot - Plate Induction, Stoves, Toasters, Candles & Incense Sticks, Lamp, Crackers are strictly prohibited inside room/studio

Penalty clause is as below on found guilty

- 1st time - 1000 INR
- 2nd time - 5000 INR & informing Parents
- 3rd time - Termination from RoomPe's Student

4. **Food & Eating Area**

- Food served should be eaten in the dining area only
- Only students with Medical History & approval can bring food in the room
- Kindly inform (via Mobile App) in case you are going to skip any of the meal
- Visitors cannot consume food in the dining area except parents & local guardians (purchase of food coupon for pre-approved visitors is compulsory)

5. **Visitors**

No visitor is allowed in premises, dining area & studio - rooms except pre-approved & pre-validated events

6. **Complaint Management**

Kindly use SpaceBasic Mobile Application for Complaints

Please find below the T - A - T for a different set of complaints

- Electric - 24 Hours
- Plumbing - 36 Hours
- Food - 48 Hours
- Laundry - 24 Hours
- Housekeeping - 24 Hours

7. Keys & Locks

- A set of 2 / 3 Keys will be given to residents depending on occupancy type to lock the room
- An additional key will be with the administrator & can be asked only on pre-approved circumstances
- Residents must use keys and lock given by Roompe Only
- A new key will be replaced with 100 INR as the cost

8. Attendance

- Daily attendance will be taken via QR Code Scan, at 11 PM
- Anyone found absent without information, will lead to below-mentioned penalties
 - 1st time - 2000 INR
 - 2nd time - 5000 INR & informing Parents
 - 3rd time - Termination from RoomPe's Student Accommodation
- Use Mobile App for Night out & Leave permission. Luckily, Roompe never say NO

9. Common Area

Use common area for all celebrations & events, gatherings & fun

Take a prior approval, in case you plan something. Roompe will help & assist you in all possible way (you can plan events, get together, stand up night, seminar & workshop)

11:00 PM on Weekdays & 12.00 PM on Weekends are the timing, however, arrangements will be made for specials tournaments, events & shows

10. Willful Disobedience, Act of Violence, Theft, Ragging, Anti - National & Anti - Social Activity, Damage to Property. To ease-out, please find below the penalty criteria

List of Action	1st Time	2nd Time	3rd Time
Willful Disobedience	Warning - 1	Warning - 2 & Informing Parents	Termination
Change in CCTV direction	10000/- INR	15000/- INR & Informing Parents	Termination
Act of Violence	Informing College & Parents	Termination	
Theft	Termination		

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List of Action	1st Time	2nd Time	3rd Time
Ragging & Sexual Offense	Informing College & Parents		
Anti-Social Activity	Termination & Legal Action Informing College & Parents	Termination	
Anti - National Activity, Betting & Gambling, Physical Abuse	Termination & Legal Action		
Damage to Property	Annexure 1	Annexure 1 & Informing Parents	Annexure 1 & Informing Parents & termination

11. Change in Room & Studio

- Changing Room-mate without approval is not allowed
- Roompe has given complete freedom to pre-decide the room-mates. However, in case you want to change room-mate later, kindly inform us, we will assist you

12. Laundry

- Laundry on working days are included. Use laundry bag given to collect clothes.
- Clothes will be cleaned & iron on T+2 days
- Undergarments, socks, jackets, blazers are not entertained
- Any discrepancy in clothes should be informed on the same day itself
- One pair a day is the rule. Residents cannot submit 2 pairs 2nd day, on being absent on 1st day
- Roompe will not take any responsibility for damage of any clothes

13. Top-up Charges

- AC & Geyser - Consumption will bear 10 INR / Unit / Room
- Laundry - 40 Clothes; 2 clothes/working day; additional clothes will bear 10 INR / Cloth

14. Internet

- Free WiFi is included
- Roompe will try to give the best possible data services, however Roompe is not liable for any committed speed.
- Only 1 device/resident is allowed (Login Id will be issued separately)
- Some websites will not work with the provided WiFi Service

15. Internet

- Validity of Term & Charges are pre-decided and fix. Not adhering to it may lead to additional charges
- Advance Payment is the norm.

- All the fees except deposit are non-refundable*
- Refundable deposit will be cleared within 30 days of exit, once a resident attains NOC from all the Roompe services departments.
- Non-Interest bearing refundable deposit can be deducted in case of damage to property

16. Water, Electricity, Food

- Opened Water Taps, Fans - Lights are not tolerated at all
- Penalties if offence is repeated
 - 1st time - 500
 - 2nd time - 2000
 - 3rd time - 5000

17. General Rules

A resident must vacate room completely at the end of every semester

Pets are not allowed

Anything which interferes other's privacy, academics & mental peace should be avoided.

Welcome Kit is a gift & it cannot have preference & choices

All the furniture & common facilities have a pre-decided place. It should be kept and preserved wherever they are.

Using Roompe's address for hyper delivery and e-commerce players is allowed only on pre-approval basis.

Any damage to the House must be reported by the residents immediately to Roompe Representatives

A resident should keep the following things with them all the time:

- College ID
- Aadhar
- PAN / Licence / Voter's ID
- Passport Photo

Following Committees will be formed for operational ease at Mess

- Events - Indoor
- Events - Outdoor
- Sports - Indoor
- Sports - Outdoor
- Anti - Ragging

Annexure - 1 (Damage Cost)

Table Tennis	20000 INR	Any Electrical Devices	2000 INR
TV	50000 INR	Camera	5000 INR
Refrigerator	25000 INR	Chair, Book Stand, Shoe Rack	2000 INR
Microwave	12000 INR	Kitchen Appliances	2000 INR
Hot Plate - Induction	3000 INR	Wi-Fi & Internet Devices	5000 INR
AC	30000 INR	Any Misc. Plastic objects	1000 INR
Bed / Wardrobe	5000 INR		