

CSMVS
VENUE-HIRING DOCKET FOR EVENTS





ABOUT THE MUSEUM

CSMVS is a premier art and archaeology museum of the country. Situated on the southern tip of Mumbai, on the 'Crescent Site', just a mile away from the Gateway of India and the Marine Drive, and next to the KalaGhoda statue, the Museum building is one of the finest landmarks and expositions of the unique Indo-Saracenic architectural style evolved by British architects in the late 19th century.

Today the building is listed as a Grade I Heritage structure and is part of the UNESCO World Heritage precinct of the Victorian and Art Deco Ensemble in South Mumbai.

The Museum's aim is to create awareness and sensitivity towards the world's rich common heritage through its visitor-friendly approach for the purposes of education, study and enjoyment. The Museum offers a perfect leisure day out for all its visitors where they can engage with a

world-class art collection and participate in fun-n-learn activities. It welcomes close to a million visitors each year.

The Museum building is surrounded by lush gardens in the Mughal Charbagh style which is well maintained and cared for.

Home to over 100 different kinds of trees, it provides for a green and aesthetic setting which is rare for a busy city like Mumbai.

Hosting an event at the CSMVS is not only a special and exclusive venue experience, it is also a contribution towards the protection and preservation of India's rich cultural heritage.



WHY IS CSMVS AN IDEAL LOCATION FOR EVENTS?



CSMVS is a world heritage precinct

Green and scenic surrounding

Unique venue experience

ldeal location and backdrop

Next to tourist hotspots -Kalaghoda, Marine Drive and Gateway of India

Well connected by public transport

Hygienic amenities and facilities

Ease of business, booking and cancellation

Our venues have a range of capacities







WHAT CAN YOU HIRE OUR VENUES FOR?

- 1. Cultural Programmes Music, Dance and Theatre
- 2. Formal functions launches, openings, inaugurations and welcome events
- 3. Official Dinners
- 4. Festivals, Seminars Conferences, Meetings and Gatherings
- 5. Children's Birthdays
- 6. Exhibitions, Art Festivals and Craft Fairs
- 7. Embassy and Consulate Events

It may be noted that the Trustees of CSMVS hold complete rights to allow or decline permission for every request we receive without citing any reason. Their decision will be final in this regard.

VENUES AVAILABLE / OUTDOOR

Main lawn

Location: In front of the Museum building

Approximate area: 29,920 sq Ft

Covered with grass, hedges and trees

Capacity: 600-800

Plan: Charbagh style, see site layout in the next page.

Side lawn

Location: Towards the true right of the Museum building in

front of the Visitor Centre

Approximate area: 3,160 sq Ft

Capacity: 300-350

Plan: Rectangular lawn, see site layout in the next page.



Open-air Amphitheatre and Garden

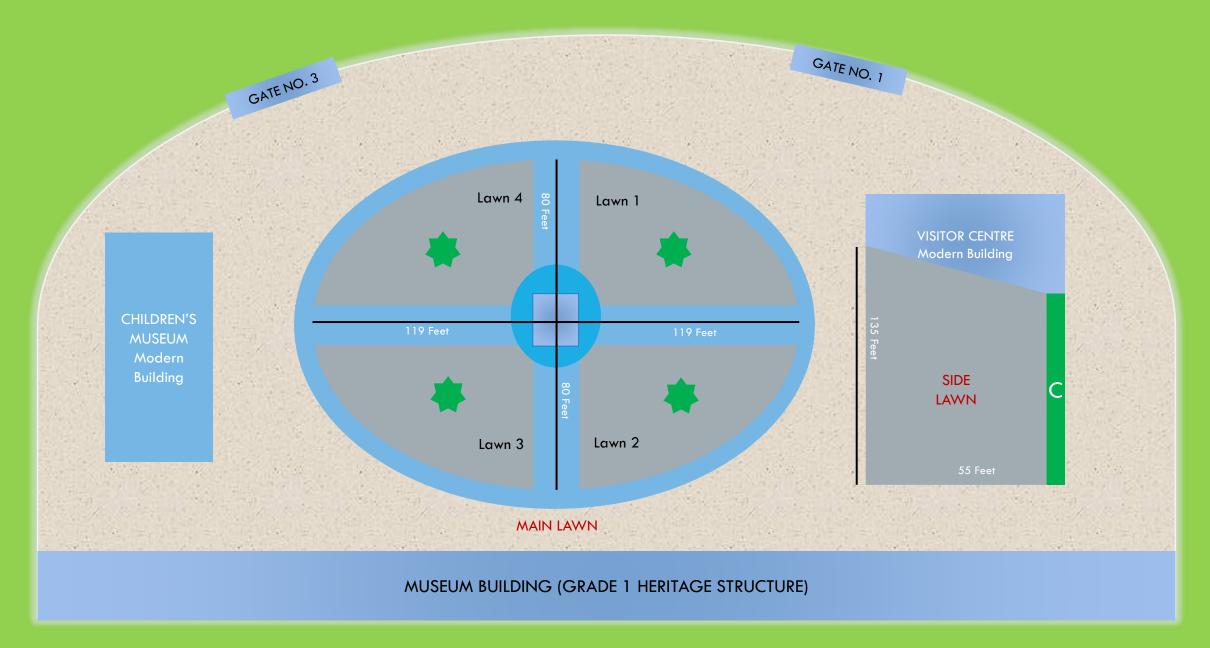
Location : Near CSMVS-Children's Museum Complex

Approximate area: 1100 sq Ft (Approximately)

Low elevation platform stage, step seating, green cover amidst a tree grove

Capacity: 100-150

Plan: Rectangular lawn, see site layout in the next page.













VENUES AVAILABLE / INDOOR

Visitor Centre Auditorium (Weather protected)

Location: Towards the true right of the Museum building in

front of the Visitor Centre

Approximate area: 1300 sq Ft (Approximately)

Facilities: Fully air conditioned, flexible seating, low-platform stage, Facilities and Toilets, Catering area, Projection and

Sound facilities

Capacity: 120

Coomaraswamy Hall (Weather protected)

Location : Part of the Museum main building but with

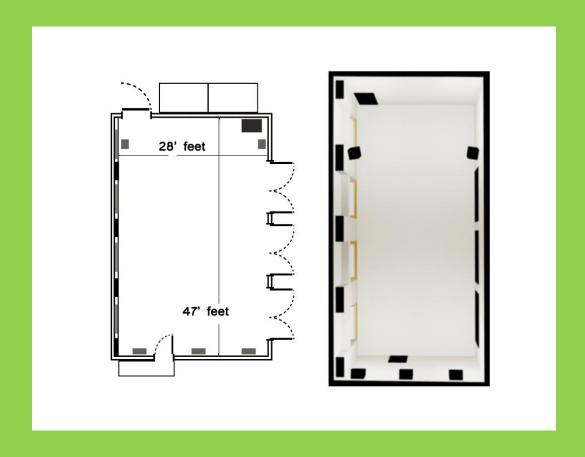
independent entry

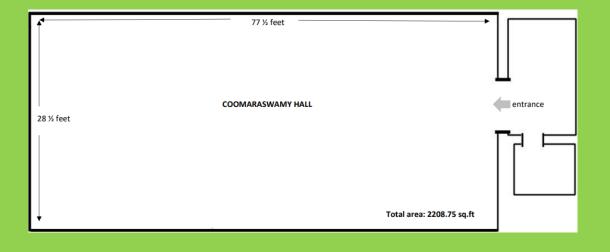
Approximate area: 3000 sq Ft (Approximately)

Facilities: Fully air conditioned, flexible seating, high

platform stage, Toilet block, Catering area

Capacity: 200





SCHEMATIC PLAN OF VISITOR CENTRE AUDITORIUM

SCHEMATIC PLAN OF COOMARASWAMY HALL

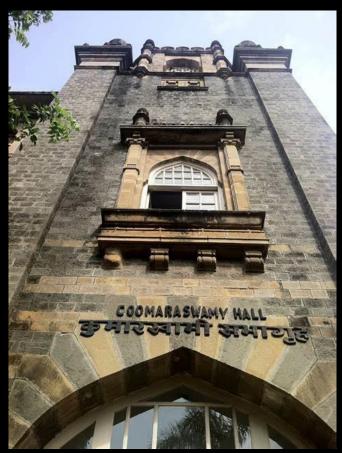


The Visitor
Centre
Auditorium
(Interior)

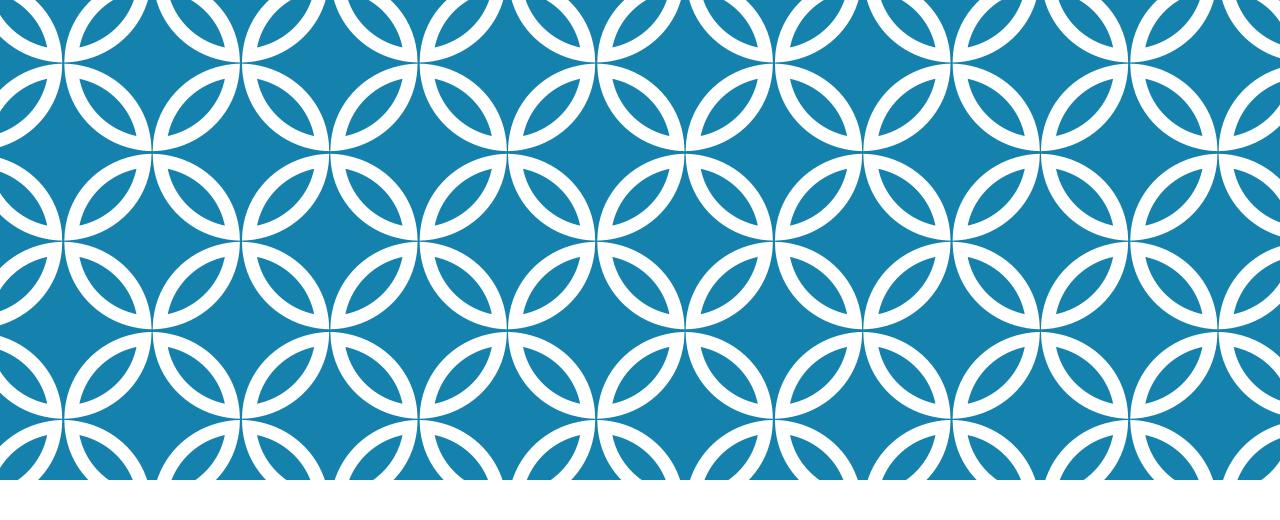




The Coomaraswamy Hall







BOOKING

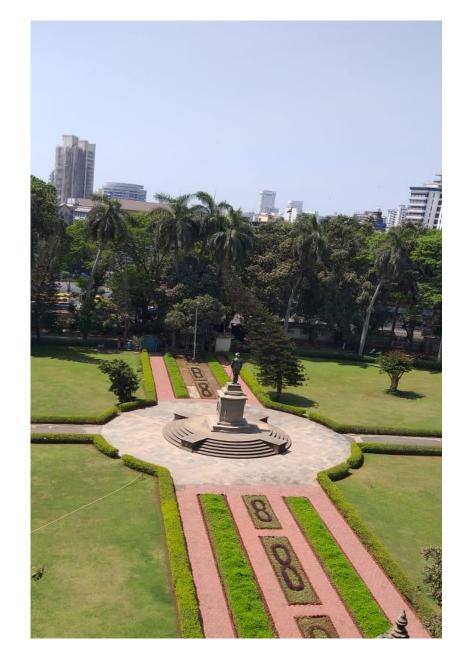


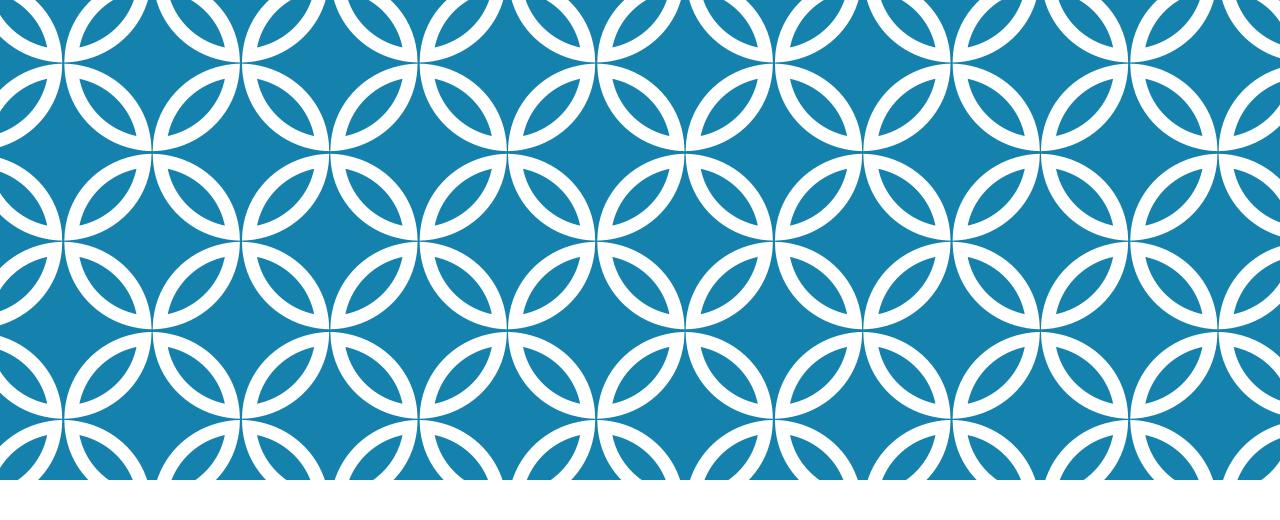
HOW TO BOOK?

Step 1: Please write to our Administrative
Officer, Mr. Bhavdatt Patel at
csmvsmumbai@gmail.com to request dates and
availability. Please share with us a brief of your
programme content.

Step 2: Receive an email confirmation for your preferred dates along with our Tariff Plan.

Step 3: Read our policies carefully for other booking formalities and documents to be submitted and arrive at the venue.





POLICY, DO'S AND DON'T'S



OUR POLICY

- 1. It will be the responsibility of the hiring party to obtain necessary permissions from the various authorities concerned and produce the same to CSMVS.
- 2. The hiring party shall be exclusively responsible to see that no provision of any law in force is contravened by it or any of its agents or any individual attending the shoot. The CSMVS shall not take any responsibility whatsoever for any breach of any laws or rules framed by any statutory or municipal authority.
- 3. The Hirer of the lawn shall ensure all the risk insurance coverage.
- 4. Serving and consuming of food and drinks shall be allowed only on the Museum lawns.
- 6. Smoking is strictly prohibited in the Museum Lawns.
- 7. No sub-letting of any kind or parting with possession in any manner fully or partially shall be permitted and the lawns shall be used only for the purpose specified in the application and by the applicant alone. Any violation of this condition shall render the hirer liable for eviction from the premises forthwith entirely at his cost and consequences.
- 8. The CSMVS do not assure liability for the loss, theft, damage or injury (or death) to any person or their personal property. The Hirer agrees to indemnify and hold CSMVS harmless for any liabilities, theft, damage, cost or expense whatsoever arising from or related to any claim or litigation which may arise out of or in connection with the hirers use and occupancy of the lawn including but not limited to claims for personal injury or property damage / loss.

- 9. The hiring party shall hire their own generator for the shoot.
- 10. Maximum 5 cars of the hirer shall be allowed to park inside the Museum campus. 1 vanity van may be allowed.
- 11. No representatives of the hirer shall be permitted to stay in the lawn beyond specified timings.
- 12. Damage of any kind to the vegetation, trees and surrounding including nailing, stapling during installation is strictly prohibited. Museum lawns and surrounding are equally a part of the heritage structure.
- 13. The Hirer and their contractors / agents shall strictly observe security procedure of the Museum.
- 14. Any authorized person of the museum shall have access to the lawn for the purpose of monitoring at any time without notice.
- 15. If you wish to serve wine and beer at our premises please speak to our representative about possibilities and permissions.

DO'S AND DON'T'S

BEFORE YOU ARRIVE

- 1. Please bring a copy of the booking receipt and email confirmation from the Museum to show at the Museum gate.
- 2. Please send a complete list of persons, equipment and vehicles (with vehicle number and driver number) to CSMVS at least 48 hours before your booking date for smooth security checks.
- 3. The Museum has limited parking, please only bring essential vehicles.
- 4. Please intimate the museum of your exact date and time of entry.

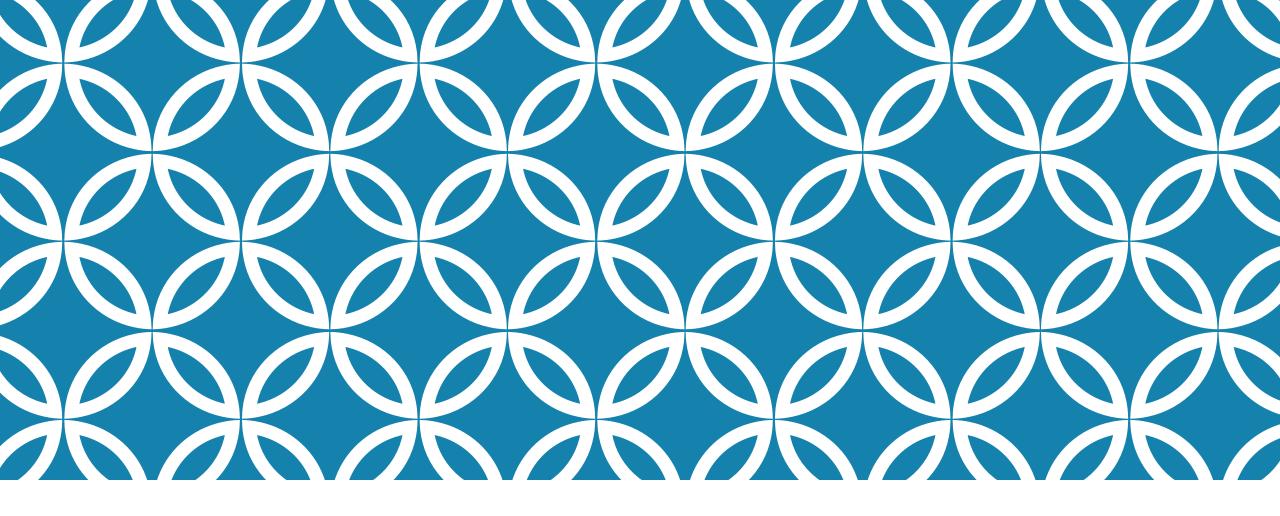
IN THE MUSEUM

- 1. Entry is not permitted without mask. Always wear your mask.
- 2. Masks are available for purchase in our museum shop if anyone requires.
- 3. Your temperature check will be carried out by our security, please cooperate with them.
- 4. Sanitize your hands often. Please carry your own sanitization equipment.

- 5. All baggage will be security checked before entry.
- 6. Maintain 6 Feet distance from others.
- 7. Drinking water bottles are permitted.
- 8. If you feel unwell or have any of the following symptoms fever, cough, sneezing and cold, please avoid entering the museum for your own health and of others.

BEFORE ENTERING OUR TOILETS

- 1. Always wear your mask.
- 2. Only four persons are allowed at a time in our public toilet blocks. Our housekeeping staff at the toilet entrances will help you and manage people.
- 3. Our toilets are regularly sanitized and cleaned. However please follow personal hygiene to remain safe.
- 4. Don't forget to sanitize your hands after door knobs, water taps, flush buttons and other surfaces.
- 5. Avoid leaving your masks on surfaces in the toilets. Dispose used masks and tissues in dustbins only.



Chhatrapati Shivaji Maharaj Vastu Sangrahalaya, Mumbai 159-161 Mahatma Gandhi Road, Fort Mumbai-400023

www.csmvs.in

Enquiries: 022-22844484/22844519 (Ext 101)

