



PANJAB UNIVERSITY, CHANDIGARH

Fee Code: M0260

REVISED APPLICATION FORM FOR BOOKING OF ACCOMMODATION IN RAJIV GANDHI COLLEGE BHAWAN, BOOKING TIMINGS: 9:00 AM TO 5:00 PM

- 1. Name of Actual Visitors and Address
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 - 2. Contact No. of the Visitor Mobile No.
 - 3. Relationship with the applicant
 - 4. Number of room/s Required
 - 5. Exact Purpose of Visit
 - 6. Date/s for which room/s is/are required fromto
 - 7. Day/days for which room/s are required
 - 8. Advance rent paid amount of Rs.....
(Original receipt attached) Receipt No.....dt.
 - 9. Name of the applicant and contact no.
(In block letters) Mobile No.....
 - 10. Designation of the applicant
 - 11. Department/ College/ Institution of the applicant
- (i) I hereby undertake that the rooms shall be vacated as mentioned at Sr. No. 6 above.
 - (ii) That I shall clear all the dues, charges of damage (if any) before handing over the charge of room/s to the University/clear all the dues in case of my guest do not clear it.
 - (iii) I further certify that I would use the room myself or for my personal guest but not for a guest of any marriage party or attendant of any patient of any hospital.
 - (iv) That the Guest who intends to stay is free from any COVID related symptoms.

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Signature of the Applicant/ Visitor

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Recommended by the Principal/
Head of the Department/Branch/College/Fellow

Important Note:
a) Kindly fill all the particulars; Incomplete Performa will not be entertained.
b) To avoid inconvenience, kindly get your rooms booked at least one week in advance.

(FOR OFFICE USE)

Room/s is/are lying vacant in the Rajiv Gandhi College Bhawan which may be allotted to the above applicant for the Period to

Booking In-charge

Dealing Official