

**HOSTEL SECTION**  
**S.V. NATIONAL INSTITUTE OF TECHNOLOGY, SURAT-395007**  
 Ichchhanath. Surat-395007  
**BOOKING FORM NARMAD BHAVAN (HOSTEL GUEST HOUSE)**

1. Name of visitor & age: .....
2. Designation: .....
3. Postal Address & Tele. No.: .....
4. Associated person, age & place:

1.	2.	3.
4.	5.	6.

5. Total number of person seeking accommodation:.....
6. Expected arrival (DD/MM/YYYY/ Time): .....
- Expected departure (DD/MM/YYYY/ Time): .....
- Total number of days: .....

7. Category proposed (tick one)

Category 'A'	Category 'B'
Category 'C'	Category 'D'

8. Type of accommodation (tick one)

Double A/c	Single A/c
Double non-A/c	Single non-A/c

9. Purpose of visit (give details): .....
10. Person making the booking:
  - a) Name: .....
  - b) Employee code/ Roll No.: .....
  - c) Designation and Dept./Centre :.....
  - d) Telephone No. & E\_mail: .....
  - e) Relation with the Guest: .....

11. For Cat. 'B', Cat. 'C' & Cat. 'D' only:

- a) Kindly settle the bill(s) before checking out/collect the charges from the guest.
- b) If charges are not paid by the Guest then the undersigned agrees to settle the bill(s).

**Date:** \_\_\_\_\_ **(Signature)** \_\_\_\_\_

12. **Recommendation is required for all bookings by Ph.D. Guide/SVNIT faculty member/ Warden/ Chief Warden/ HOD/ Dean**

- a) Name .....b) Signature: .....
- c) Designation & Department: .....
- d) Date: .....

To,  
 Chief Warden, Narmad Bhavan,  
 SVNIT, Surat-395007

Signature of Chief Warden  
 Narmad Bhavan