

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) Nameb) Signature:
- c) Designation & Department:
- d) Date:

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

Signature of Chief Warden
 Narmad Bhavan