**PDPM**
# Indian Institute Of Information Technology
# Design & Manufacturing, Jabalpur
Guest Room Facility in Hall of Residence

Integrated Requisition Form for **Booking/ Cancellation** of Accommodation

## 1.        Visitor & Booking Details:

| Name | | Organization | |
|---|---|---|---|
| Address | | Nationality | |
| | | Purpose of Visit | |
| Phone/Email | | No. of Rooms | |
| No. of Persons | | Guest Category * | A…… B…... C…... |
| Arrival | | Departure | |
| Date : | Time : | Date : | Time : |

* Kindly see the item 'III' in the 'Users Norms & Guidelines'

## 2.        Bill(s) to be settled by:

1.Visitor…….…2.Indenter…........3.Institute/No charges……..…4.Project No ………

## 3.        Indenter's Profile:

| Name | | Designation | |
|---|---|---|---|
| PF No. | | Department | |
| Phone | | Signature | |
| E-mail | | | |

**Approved / Not Approved  Dean Students**

## For Office Use Only Regn. No:

| Status of Booking | Confirmed | Not Confirmed | RAC |
|---|---|---|---|
| | | Elecrircition | |
| | Caretaker | | Warden Hall of Residence |