



# राष्ट्रीय प्रौद्योगिकी संस्थान दिल्ली

## NATIONAL INSTITUTE OF TECHNOLOGY DELHI

(शिक्षा मंत्रालय, भारत सरकार के अधीन एक स्वायत्त संस्थान)

(An autonomous Institute under the aegis of Ministry of Education (Shiksha Mantralaya), Govt. of India)

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### Requisition Form for Guest House Booking

Name of Applicant				Date					2	0
Roll No(if applicable)				Mobile No.						
Address of the Guest:				Guest Mobile No:						
Purpose of Visit										
Duration of Stay	From		To		No. of Days					

Guest Details (Only 2 Persons are allowed in one room)

S. N.	Name of Guest (s)	Age	Sex(M/F)	Relation with Applicant	Aadhaar No./Passport ID
1					
2					

Note: Applicant has to deposit full payment for the booking period (@ Rs.1500/- per day for VIP rooms and @Rs. 1000/-per day for Normal rooms) to **Director NIT Delhi Recruitment A/c No. 092901001915, IFSC code ICIC0004610, ICICI Bank, Branch: NIT Delhi.** If the booking period is more than 7 days, written permission of Chairman, Guest House Committee is required. The visitors/guests are required to produce ID proof at the time of occupation of Guest House.

#### Declaration

I/We will be held responsible if any of the above statements is found false. I/We also under take all financial, responsibilities for loss or damage to guest room and NIT Delhi belongings. I/We accept the guidelines attached herewith.

Signature of Booking Person

Availability of Room:	Yes or No
Room No.	Signature of Caretaker

APPROVED/NOTAPPROVED

Chairman, Guest House Committee

For Office Use Only

Entry in Guest House Register Page No./Sr. No. \_\_\_\_\_

Guest House Charges @ Rs 1500/- or Rs 1000/- =Rs \_\_\_\_\_ (Total Amount) deposited vide UPI/UTR No. \_\_\_\_\_

Dated: \_\_\_\_\_

(Seal and signature of Caretaker)