

Application Form for Booking of Auditorium at IIIT Manipur

1. Name of Member/Organization: _____
2. Communication Address: _____

3. Contact Telephone No.: _____ Mobile No.: _____

Email Id.: _____
4. Date on which Auditorium required: _____
5. Timings: FROM _____ TO _____
6. Purpose for which required: _____
7. Number of Person expected: _____
8. Name of Chief Guest and other dignitaries: _____
9. Is the event being organized in collaboration or Funding with some outside agency.
(Like Society/Association/Charitable Institutions/ or any other professional body)?
10. Is a delegate participant's fee being charged from the Participants? (Yes/ No)
11. Is the function/event is Conference/Workshop/Symposium Funded/approved by IIIT
Manipur?
12. Brochure / website address of the event, if available _____
13. Have you read the Guidelines/Terms & Conditions Formulated by the IIIT Manipur? (Yes
/ No)

I/We have read and understood the guidelines for booking of the venues and catering, and undertake to fully comply with these guidelines. In case of non-compliance, the booking will be cancelled.

Yours faithfully,

Signature:

Name Capital Letters:

Designation:

Name of the Organization:

Full Address:

Telephone No. /Mobile No:

Email:

Official seal of the office