



M.I.T CAMPUS HOSTEL

ANNA UNIVERSITY

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GUEST HOUSE / HOSTEL ACCOMMODATION FOR ALUMNUS

Reservation No: _____

Date: _____

Member's Information

Applicant Name: _____	Male: <input type="checkbox"/> Female: <input type="checkbox"/>
Reg. No: _____ / DEPT: _____	
Official Address: _____ _____ _____	
Mobile No: _____	
Email : _____	
Purpose of Visit: _____	

Accommodation

Required From _____ to _____	Check in time : _____	Check out time: _____
Guest House: _____ / Hostel: _____	No of Guest: _____	
No of Days: _____	Total No of Persons : _____ (Maximum 2 Person per room)	
Food: Breakfast <input type="checkbox"/> Lunch <input type="checkbox"/> Dinner <input type="checkbox"/>	No of Rooms Required : _____	

Signature of the Applicant

For Office Use

Status of Booking : Confirmed / Not Confirmed	
Bill(s) to be Settled by: <input type="checkbox"/> Guest <input type="checkbox"/> DEPT <input type="checkbox"/> Applicant	
Amount: _____	Amount Received on: _____
Cheque / DD / Cash: _____	Reference No: _____
Bill raised on: _____	Bill raised by: _____
Verified by: _____	Room No: _____
Lodging Charge: _____	Boarding Charge: _____

DEALING HAND

DEPUTY WARDEN

EXECUTIVE WARDEN