



UNIVERSITY OF KERALA SENATE HALL BOOKING APPLICATION

(Submit at least 15 days prior to the date of function)

From

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To

The Registrar

I.....on

behalf of

.....my organization/committee is interested to book University Senate Hall as per the laid down terms and conditions. The details of our event/programme are given below:-

(All the columns are to filled mandatorily)

1.Category of the Organisation /Institution

[Tick against the appropriate column]

- Individual/Private
- Govt/Govt Aided Institutions
- Govt/Govt Aided Educational Institutions
- Self Financing Educational Institutions Affiliated to University of Kerala

2. Nature of the program:.....

3. Full Day Programme/Evening Programme.....

4. Registering / Licensing Authority

.....

5. Date(s): From.....To..... **Total days:**

6. Time: Start:End.....

7. Total No of expected participants:.....

8. Name of Chief Guest/ Dignitaries (if any):

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9. Brochure / website address of the event, if available:

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DECLARATION

I have read the terms and conditions of University of Kerala for taking on rent of Senate Hall and agree to abide by it.

(Signature of the Applicant)

Date:

Full Name of the Applicant :

Designation :

Name of Organization :

Registering/ Licensing Authority:

Address:

Contact No & E-mail :