

ANNEXURE-VI

GUEST STAY REQUEST WITH DINNING FACILITIES

(TO BE SUBMITTED TO THE HOSTEL PROVOST/MESS INCHARGE)

(The request to be made at least 4 days prior to stay)

Iwith registration number/roll number.....

residing in room numberof.....hall of residence, NITAP

request you to kindly allow Mr./Mrs./Miss..... who is
my.....from.....to.....to stay/dine/stay
and dine in the mess with applicable charges

(Student sign with date) (Caretaker) (Hostel warden) (Hostel provost/Mess in-charge)

Office use: (Approved/Rejected/Remarks, if any)