



University of Kerala Senate Hall Booking Application

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

From

.....
.....
.....

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]

- a) Individual/Private
- b) Govt/Govt Aided Institutions
- c) Govt/Govt Aided Educational Institutions
- d) 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):

.....

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

.....

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/ Licencing Authority :

Address :

Contact No & Email :