

**THE GANDHIGRAM RURAL INSTITUTE-DEEMED TO BE UNIVERSITY**

(Fully Funded by Ministry of Education, Govt.of India)

Accredited by NAAC 'A++'Grade (4<sup>th</sup> Cycle)

Gandhigram, Dindigul-624 302

**Silver Jubilee Hall Reservation Request Form**

<b>Name of the Faculty/Department/Centre</b>	:					
<b>Name &amp; Designation of the Faculty/Staff need Hall Facility</b>	:					
<b>Mobile NO</b>	:					
<b>Purpose of Hall Booking</b>	:					
<b>Programme/Event Details</b>	:		<b>Date</b>		<b>Time</b>	
	<b>From</b>	<b>To</b>	<b>From</b>	<b>To</b>		
<b>Total number of Participants (Expected)</b>	:					
<b>REQUIREMENTS: (Please Tick)</b>						
<b>LED Video Wall</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Air Conditioner (AC)</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Generator Facility</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Public Address System</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Photography</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Videography</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Sanitation</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Hall -Seating</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Drinking Water</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<b>Domestic Water</b>	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
<b>Signature of the Faculty/Staff /HOD/. with seal</b>						

**Office Note:**

i) The Hall, as required above, is unavailable on.....

ii) The Hall, as required above, is available on.....

**Co-Ordinator**

**Silver Jubilee Hall, GRI-DU**