



**Dada Lakhmi Chand**  
**State University of Performing & Visual Arts**  
**Sector – 6, Rohtak-124001, Haryana (India)**  
(A State University established under Haryana Act No. 24 of 2014)



**APPLICATION FORM FOR RESERVATION OF ACCOMMODATION IN GUEST HOUSE**

1. Name \_\_\_\_\_ Designation \_\_\_\_\_
2. Official Address \_\_\_\_\_
3. Aadhar Card/Pan Card No. \_\_\_\_\_ Contact No. \_\_\_\_\_
4. Email ID \_\_\_\_\_
5. For Whom (Name) \_\_\_\_\_ Relation \_\_\_\_\_
6. Whether applicable Please tick any one of the following:

- |                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Staff of PLCSUPVA, Rohtak and DTE, Haryana.                          |
| <input type="checkbox"/> | Staff of other University/Govt. Institutions/Semi Govt. Institutions |
| <input type="checkbox"/> | Guest of University Staff  |
| <input type="checkbox"/> | Others/Guest Faculty/Expert  |

7. Number of Rooms required (i) AC \_\_\_\_\_
8. Dates from \_\_\_\_\_ to \_\_\_\_\_
9. University Cashier Receipt No. \_\_\_\_\_ Dated \_\_\_\_\_ for Rs. \_\_\_\_\_ Attached.

**Instructions**

1. Meals will not be served in Rooms.
2. The reservation may be cancelled in the event of any emergency.
3. Payments towards reservations of (Rooms) will have to be remitted in advance.
4. **Check-out time shall be 12:00 Noon.**
5. Damage if any, cost of item will be borne by the applicant.
6. Gambling, Smoking and consumption of liquor is strictly prohibited in the Guest House.
7. Meal timings in the dining hall is to be strictly adhered to.
8. Only authorized person with close relation of the applicant is allowed to stay in the Rooms.
9. In all cases, applicant is responsible for any type of Mis-happening, Losses and damage of items.
10. **Arrangement of Special food, Tea, Snakes etc. & Hospitality (free of charge) (no. of persons) ( )**

I have read above instructions carefully & will abide by all the all Rules & Regulations of the University.

Signature of Applicant

Remarks: Allowed, If available.

Hospitality Consultant

**REGISTRAR**