



INDIAN INSTITUTE OF INFORMATION TECHNOLOGY

UNA [HP]

An Institute of National Importance under MoE

Saloh, Una (HP) – 177 209

Website: www.iiitu.ac.in

Date: _____

GUEST HOUSE REQUEST FORM

1. Name of Guest : _____
2. Affiliation of Guest : _____
3. Purpose of Visit : _____
4. Inviting School/Department : _____
5. Date of Arrival in GH : _____ Time of Arrival : _____
6. Date of Departure in GH : _____ Time of Departure : _____
7. Duration of Stay : _____
8. Meal Requirement

Date	Breakfast	Lunch	Dinner

9. If personal, details of : _____
Payment of charges

Payment Category	Date of Payment	Bank	Transaction Number	Amount	Is proof of payment attached

10. If official, attach approval of : _____
Competent authority

Signature of Indentor

REGISTRAR

DIRECTOR

FOR ESTATE OFFICE USE

- Room No. Allotted : _____
- Number of Days/Nights : _____
- Amount Collected, if any : _____

AEE (CIVIL)