



# CENTRAL UNIVERSITY OF JAMMU

Rahya-Suchani (Bagla), District Samba, Jammu, J&K

Website: [www.cujammu.ac.in](http://www.cujammu.ac.in), Ph.01923-249634

## Booking Form

(Brig. Rajinder Singh Auditorium)

**Part:A**

1	<b>Name of the Department/Centre</b>	
2	<b>Name of the Indenter</b>	
3	<b>Designation</b>	
4	<b>Name of coordinator, if any</b>	
5	<b>Mobile Number(s)</b>	1. 2.
6	<b>Email</b>	
7	<b>Auditorium Required</b>	<b>Date</b> From:                                          To:                                          .
		<b>Time</b> From:                                          To:                                          .
8	<b>Details of Event/Seminar/Conference /Workshop, etc.</b>	
9	<b>No. of participants to attend (Projected)</b>	

**Part:B**

**(Please 'tick' mark whichever is required)**

- A) List of items required at the venue:
- i) Projector
  - ii) PA System
  - iii) Mics
  - iv) Laser Pointer

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**Signature of the Indenter**

**Date:**

**Name:**

**Designation:**

**Verified By:**

**Signature of Head/Director**

**Date:**

**Name:**

**Note:**

1. Please submit the Form 15 working-days ahead of the programme to the VC Secretariat.
2. Cancellation or change in booking date should be intimated at least 7 working days before the programme.

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**For Office Use Only**

Permission may be accorded in favour of \_\_\_\_\_ for the above said purpose  
from \_\_\_\_\_ to \_\_\_\_\_ vide No. \_\_\_\_\_ dated \_\_\_\_\_

**Recommended by:**

**PS to Hon'ble Vice Chancellor**

**Approving authority:**

**Registrar**