



TEQIP AUDITORIUM (ACADEMIC BLOCK-III)
***BOOKING FORM**

Contact Details:

Event Coordinator Name:		
Department:		Email:
Mobile:		Date:

Event Details:

Date(s):		
Time:	Start:	End:
Title:		
Chief Guest Name:		
No. of attendees:		

Equipment and Services Required:

Data Projector	<input type="checkbox"/> Yes <input type="checkbox"/> No	Laptop	<input type="checkbox"/> Yes <input type="checkbox"/> No
Audio	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Internet Connectivity	<input type="checkbox"/> Yes <input type="checkbox"/> No		

Brief Description of the Event (For uploading on website)

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Event Coordinator

Head of Department

Dean

 Approved **Not Approved**

Prof. A. H. Moon
Dean SOE&T/Project Coordinator, TEQIP-III

**Booking must be done at least 3 days prior to the commencement of event.*

**No eatables should be consumed in the Auditorium.*