

**DIRECTORATE OF EXTENSION EDUCATION
CSK H.P. KRISHI VISHVAIDYALAYA, PALAMPUR**

Requisition for Seminar Hall

1.	<i>Name/Designation/Address of the requisitioning officer</i>	:		
			EPABX No.	Mob. No.
2.	<i>Date and time when required (Period/Duration)</i>	:		
3.	<i>Purpose for which required</i>	:		

UNDERTAKING:

- I/We hereby under take to ensure that the no adhesives/ Tapes will be used on the projection wall. In case of any defacing, I/We shall pay the re-painting charges.
- No drinks will be served inside the Seminar Hall.

Date:

**Signature of the Officer
requisitioning the Seminar Hall**

Recommendation/ Approval of Incharge, Seminar Hall:

<i>Hall Rent Charges</i>	:	Rs.
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**Incharge
Seminar Hall, DEE**

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