

Form for Permission to Use Auditorium (First Floor)

To

The

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Subject : Request to use the Auditorium at 1st Floor

The Committee/Cell/ Society/ Association/
Forum/Club/NSS/NCC is going to organise an activity on
..... from to Kindly
give permission to use the Auditorium for the above said purpose. We
will ensure that utmost care will be taken to ensure that no damage is
done to its interior like furniture, walls, systems etc.

Convener/ Incharge

Date :