



Shradhanand Teachers Guest House
Maharshi Dayanand Saraswati University, Ajmer - 305009
Email: mdsuguesthouse@gmail.com(ph.no.0145-2970602)

Requisition for Booking of Accommodation

1. Name of Visitor -----
2. Designation -----
3. Postal address -----

4. Phone & Mail Id Email Id ----- (Mobile)-----
5. Expected arrival Date----- Time -----
6. Expected departure Date----- Time -----
7. Purpose of Visit Personal /Official Visit (If official specify details)

8. No of Persons -----
9. Type of accommodation (1) Single Beded AC Room (2) AC Double Bedded Room (3) AC suite
10. Payment Instructions (A) Direct (B) By The Undersigned(Person Making Booking)

Signature

12. Person making the booking:

- Name:-----
- Designation and Department -----
- Phone No----- (Email Id)-----

Signature & Date

13. Approval by the concerning authority .

Signature