



GURU NANAK DEV UNIVERSITY, AMRITSAR

(Application for the allotment of **Students Holiday Home, Dalhousie** - Tel. No. 01899-240680)
FOR STUDENTS

1. Name of College/ Univ. Department
with address & Phone Number
2. Period of Stay From.....To.....Total nights.....
3. Number of students who will stay at
Holiday Home (please attach list duly
Signed by H.O.D./College Principal) MaleFemale.....Total.....
4. Number of Teachers accompanying
the Students (**Only permanent
teachers are allowed**) Male.....Female.....Total.....
5. No. of Dormitory required
6. Number of Rooms
required for Teachers
7. Name of overall Contingent Teacher-
Incharge & address (in full)
- Telephone/Mobile Number

Certified that students (as per list attached) are bonafide students of this college/department and teacher accompanying the students are permanent employee.

Dated.....

.....
Signature of Contingent
Teacher-Incharge

.....
Signature of College Principal/
Head of Department (with Seal)

FOR OFFICE USE ONLY

Submitted for sanction of accommodation as above, please.

Concerned Official

Director (Events & Hospitality)
Guru Nanak Dev University, Asr

Issued Permit No..... dated rent deposited Rs..... Univ Receipt No. of rooms nights

**UNIVERSITY STUDENTS HOLIDAY HOME
SOME IMPORTANT INSTRUCTIONS**

- Only parties of the students under the leadership of teacher from affiliated colleges/Teaching Departments duly recommended by the Principal of the College/Head of University Teaching Departments shall be permissible. Maximum 100 students can be accommodated at a time. Guests or other members of the family of students/teachers shall not be permitted to stay in during tour/camps. Students will be allowed to stay in the Holiday home, if they possess College/University Identity Cards with them.
- The adhoc/teachers on contract of the University & its affiliated colleges and of other universities/affiliated colleges are not allowed to make use of Students' Holiday Home.
- If accommodation is vacant and students are not likely to make use of it during a certain period, , the Director (Events & Hospitality) will make allotment of accommodation in the Holiday Home to the Principals, University employees and of the affiliated colleges whether of the teaching or Administrative side (including those retired from the University and College service)
- The allotment shall be made ordinarily up to a maximum period of a week in order of priority determined on the basis of date of receipt of application along with rent prescribed in advance. Application for allotment of accommodation shall be entertained a month in advance.
- The Director (Events & Hospitality) will make the allotment keeping in view :
 - a) The order of priority on the basis of date of application received along with rent prescribed.
 - b) The desirability or rotating the allotments, preference being given to those who could not be given accommodation in the previous year/s.
- If the University needs the accommodation and cancels the reservation, then 100% refund be allowed.
- **Meals** shall be served in the Holiday Home Mess if the number of persons is not more than 10 on payment of charges in advance as per menu and rates approved by the University. (Prior intimation to the person/s on duty in the Holiday Home for supply of meals will be necessary). Otherwise they will have to make their own cooking arrangements. Only cooking utensils shall be provided. There will be no room service.
- Use of alcoholic drinks, other intoxicants and smoking in the Holiday Home is strictly prohibited.
- No one suffering from an infection of a contagious disease shall be permitted to stay in the Holiday Home.
- The occupant(s) will be responsible for the safe custody of the furniture and other articles lying in the suites/rooms.
- The University will not be responsible for any mis-happening during the stay in the Holiday Home.
- Any infringement of rules will be taken serious notice of.
- **NOTE** : No D.J. System/Music system is allowed in the Holiday Home.
- Research Scholars of University Campus can also make use of Holiday Home for their research work, if accommodation is available and their application for reservation of Holiday Home must be signed by the Head of the Department

RENT OF ACCOMMODATION IS AS UNDER :

S. No.	Categories	Category Details	Tariff Per day Per Room/ Dormitory
1	Semi VIP Rooms	a) Employees (in Service or retired) of the University & its affiliated colleges	Rs. 1000
2	Ordinary Rooms	a) Students/Research Fellows/Employees (in Service or retired) of the University & its affiliated colleges	Rs 500
		b) Students/Research Fellows/Employees (in Service or retired) of other Institutions	Rs 600
3	Dormitory (Only floor Durries or cots will be provided. No Bedding shall be provide.)	a) Students/Research Fellows/Employees (in Service or retired) of the University & its affiliated colleges (including during camp activity)	Rs 100 per head
		b) Students/Research Fellows/Employees (in Service or retired) of other Institutions	Rs 150 per head



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FOR EMPLOYEES

1. Name of applicant
(Only permanent employee is allowed)
2. Designation
(Please attach photo copy of Identity Card)
3. Name of the Univ. Branch/Deptt./College.....
4. Number of Dormitories required
5. No. of Room Required
6. Period of stay From To Total nights.....
6. Details of members who will stay in the Holiday Home alongwith the applicant :

NAME	RELATION	AGE
1).....
2).....
3).....
4).....
5).....
6).....

1. It is certified that I am an permanent employee of the University/College.
2. It is certified that I will stay in the Holiday Home for the said period alongwith my family/guests mentioned above.
3. I declare that the particulars given above are correct.

Dated.....

Recommended & certified that the Applicant is an permanent employee

.....
(Signature)
Head Department/Branch/
College Principal (with Seal)

.....
(Signature of applicant)

Complete Address.....
.....
Mobile No.....

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