



GURU NANAK DEV UNIVERSITY, AMRITSAR

Application for the allotment of **Teachers Holiday Home, Dalhousie**

1. Name of applicant
2. Designation
(Please attach photo copy of Identity Card)
3. Name of the College/Univ. Deptt.
4. Number of rooms required
5. Period of stay From To.....Total nights.....
6. Details of members who will stay in the Holiday Home along with the applicant:

| | NAME | RELATION | AGE |
|----|-------|----------|-------|
| 1) | | | |
| 2) | | | |
| 3) | | | |
| 4) | | | |
| 5) | | | |
| 6) | | | |

NOTE : Only 2 Adults (& 2 Children below the age of 10 years) are allowed to stay in one Room.

1. It is certified that I am an Permanent employee of the University/College Campus.
2. It is certified that I myself will stay in the Holiday Home for the said period along with my family/guests mentioned above.
3. It is certified that the members/children mentioned at Sr. No.....are fully dependent upon me and they are not in any kind of job/have no source of income. In case of parents, it is further certified that they have no source of income/pension and are fully dependent upon me.
4. I declare that the particulars given above are correct.

Dated.....

**Recommended & Certified that
the applicant is permanent employee
of the University/Department/College.**

.....
(Signature of applicant)

Complete Address

**Signature Head/College Principal
(with Seal)**

Mobile No

FOR OFFICE USE ONLY

Submitted for sanction of accommodation as above, please.

Concerned official

Manager (Guest House)

Incharge (Events & Hospitality)

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

**UNIVERSITY TEACHERS HOLIDAY HOME
SOME IMPORTANT INSTRUCTIONS**

- Only the applicant along with family/guests is allowed.
- The adhoc/teachers on contract of the University & its affiliated colleges and of other universities/affiliated colleges are not allowed to make use of Teachers' Holiday Home.
- The allotment shall be made upto maximum of 5 (five) days..
- During the Season time-from **1st April to 15th July not more than 2 Rooms will be allotted to a person** – One room will be of odd number and other of even number. However with the special permission of the Vice-chancellor, one additional room will be allotted. Except above said dates during the year, 3 rooms can be allotted. However with the special permission of the Vice-chancellor one additional room will be allotted.
- Application for allotment of accommodation should be addressed to the Incharge (Events & Hospitality) ordinarily a month in advance alongwith rent charges. 'First come First served' will be the criteria of allotment.
- Rent of accommodation received will not be refunded on cancellation of Reservation of Holiday Home, in any case.
- The applicant should show the Identity Card to Attendant/Caretaker for Identification.
- Meals shall be served in the Mess with prior intimation to the person/s on duty in the Holiday Home as per menu & rates approved by the University from time to time. Otherwise they will have to make their own arrangements.
- Meals will be served strictly as per time given below :
- **Bed Tea** : 6.30 AM to 7.00 AM **Breakfast** : 8.00 AM to 09.00 AM
- **Lunch** : 01.00 PM to 02.00 PM **Dinner** : 08.00 PM to 09.00 PM
- There will be no room service except bed tea.
- 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.
- If the applicant is unable to accompany their guests, then accommodation will be allotted in exceptional cases only to the close relatives of Teachers, 'A' Class Officers for 3 days, if accommodation is available, with the special permission of the Vice-chancellor and undertaking will be given by the applicant.
- The **Driver of the applicants/Guests** will be allowed to stay in the Driver Room of Students Holiday Home, if the accommodation is available and rent will be charged @ **Rs.100/- per night per head**.

| S. No. | Categories | Category Details | Tariff Per day Per Room |
|--------|------------|----------------------------------------------------------------------------------------------------------------|-------------------------|
| 1 | Rooms | a) Teachers/"A" Class officers (in service or retired) of G.N.D.University & its affiliated Colleges | Rs. 600 |
| | | b) Guests of Teachers/"A" Class officers (in service or retired) of G.N.D.University & its affiliated Colleges | Rs. 1000 |
| | | c) Teachers/"A" Class officers in service or retired of other Universities/ affiliated Colleges | Rs. 1000 |

Note: **GST@12% will be applicable on tariffs.**

Check Out Time : 12-00 Noon

Check in Time : Upto 10.30 p.m.