

S.N. BOSE NATIONAL CENTRE FOR BASIC SCIENCES
BLOCK JD, SECTOR III, SALT LAKE, KOLKATA – 700098

Guest House Room Booking Form

For Faculty / PDF / Administrative Staff / Students

Name of Applicant _____

Designation [please tick]: Faculty / PDF / Administrative Staff / Students

Name of Guest(s) _____

Period of Stay _____ **Days**

Check-in Date _____ **Check-out Date** _____

Number of Rooms Required:

Suit _____ **Double Room** _____ **Single Room** _____

Category [please tick]: (please check the current rates)

- Guest of the Centre and Guests from/of DST on official work
Guests of staff and students of the Centre
Guests from Central/State Govt. offices other than DST
Private Guests (including PSU)

Payment will made by [please tick]: Guest _____ Applicant _____

Signature of the Applicant _____ **Date** _____

In case of Students:

Forwarded By [HOD/DEAN(AP)] _____ **Date** _____

* To check availability of rooms and current rates call Extn. 445 / 456

For Office Use

Confirmation email sent on:

Allotted: _____ Total Room Charge: _____

Payment needed before Check In _____ Y | N

Signature of the Guest House In Charge _____

Note : Children below 10 years are not allowed in the Centre's Guest House