



VISITOR PASS

**Processing time for approval is 3 working days.*

1. Name of Club/Society : _____
2. Name of Person-in-charge : _____
3. Campus ID : _____
4. Contact number : _____
5. Name of event/activity : _____
6. Event/activity's venue : _____
7. Visitor's entry date : _____
8. Visitor's entry time : _____
9. Visitor's entry purpose : _____
10. Details of visitor : _____

No.	Visitor's details	Transportation details
1	Name: IC/Passport no: Contact no.:	Type of transport: Car plate no.:
2	Name: IC/Passport no: Contact no.:	Type of transport: Car plate no.:
3	Name: IC/Passport no: Contact no.:	Type of transport: Car plate no.:
4	Name: IC/Passport no: Contact no.:	Type of transport: Car plate no.:
5	Name: IC/Passport no: Contact no.:	Type of transport: Car plate no.:

Submitted by

Verified by

Approved by

Name:

Date:

Name:

Date:

Name:

Date: