Date: 05-02-2024

Rajam

To

The Principal,

GMRIT,

Rajam.

**Subject:** Stepcone-2024 – Event Organization - Advance Requirement- reg.

Respected Sir,

I request you to kindly grant me an advance amount of Rs. 23,000/- towards organizing the following events during STEPCONE 2024. The details are given below.

**DEPARTMENT: EEE**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| SNO | NAME OF THE EVENT | BUDGET | JUSTIFICATION | EVENT COORDINATORS |
| 1 | Drone aero challenge |  |  | K. Karthick  N V A Ravi kumar |
| 2 | Byte flow integration | 450/- | A4 sheets-150/-  Decoration items-300/- | T S L V Ayyarao  P. Upendra kumar |
| 3 | Let enlight the dark(LED) | 2650/- | A4 sheets -150/-  Refreshments-2500/- | R. Ramakrishna  M. Venkatesh |
| 4 | Electrical ladder | 1000/- | Refreshments-300/-  A4 sheets-50/-  Colour chalks ,plasters and Balloons-650/- | P. Praveen  J. Ravi kumar |
| 5 | Brain vitae | 900/- | 5 Brain vitae boards -500/-  Refreshments-400/- | R. vijay krishna  G. Indhira kishore |
| 6 | workshop | 4200/- | Stationary-1200/-  For faculty-3000/- | M. Rambabu |

Thanking you sir,

Yours faithfully,

Dr. J S V Sivakumar

Dept. STEPCONE 2024 SPOC

Department of EEE