



Birla Institute of Technology & Science, Pilani

K K Birla Goa Campus

Form for booking BITS, Pilani – K.K. Birla Goa Campus Auditorium

Date-

Name/Address of Organization : _____

Requested by- Name & Address : _____

Mobile No. : _____ Email ID: _____

Nature of Programme (Play/Music/Dance/Meeting/Lecture/others) Brief Details: _____

Event	Date	Time in hrs	Total hrs.	AC required (Time)	Required Audio Visual System (Sound, Mike, Light, Projection etc.)
Rehearsal/Setup					
Show/Event					

I hereby undertake full responsibility for the upkeep of the venue during my event & shall bear damage charge if any happens during the event.

Tariff Plan:

1. Minimum 4hrs Rs. 25,000/-
2. Minimum 8hrs Rs. 50,000/-
3. Diesel 100 ltr/hrs. extra in case required for AC

Signature & Date

(Requisitioned by)

To be filled by P R Office

Total paid Amount Rs. _____ Cheque/DD No. _____ Date _____

Note: Auditorium can be booked till 11:00 PM for Rehearsals and till 12:00 AM for main events.

Public Relations Officer

Estate Manager

In charge Computer Centre



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