



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Application for Accommodation in Guest House

Name of Applicant.....

Designation.....Department/ Unit.....

Date for room requested from..... to

Number of rooms.....

Name of Guest/ Guests (for each room).....

Designation (Guest).....

Address (Guest).....

City from which arriving.....

Purpose of visit.....

Whether Institute's Guest/ Personal (attach ID proof).....

Forwarded/ Recommended by.....

(Signature of the applicant)

- Approved charges will be applicable for room & food.
- Students/ JR/ Group C Staff should get the application forwarded by HoD/ Unit Head/ Faculty of the institute.
- Suites are reserved for Institute's guest and in exceptional case would be allotted only after approval of the Director.
- Charges are waived in cases of institute guest after approval of Director.
- Persons applying for accommodation for their guest will be responsible for payment of dues, if any.
- Reservation will be provided after allotment by F/I.
- Reservation may be cancelled, if accommodation are needed by institute for institute's need.
- Guest have to present their ID proof at the time arrival.
- Application and all subsequent communication to be made to F/I Guest Accommodation and Protocol at Email ID: guesthouse@aiimspatna.org.