

# HOSTEL BOARDING / LEAVING INFORMATION

FORM  
AH:003

Student Name:		Hostel Boarding Date:		
Phone No.:		Hostel Type (Girls/Boys):		
MBA/ Btech Branch & Year:		Room No. allotted:		
BPUT Regd. No.:		Bed No. allotted:		
I agree to all Hostel related Rules/ T&C	Hostel Fee Received/ Not Received	Accommodation Available/ Not available	Recommended/ Not Recommended for Hostel Stay	Approved / Not Approved
Student Full Sign. above with date	Accounts Officer Sign. above with date	Hostel Supdt. Sign. above with date	CAO (Admin.) Sign. Above with date	Principal's Sign. Above with date

HANDED OVER ITEMS (to above students at admission time)		TAKEN OVER ITEMS (from above students at leaving time)	
Bed:	Almirah with Key No.:	Bed:	Almirah with Key No.:
Mattress:	Hanger:	Mattress:	Hanger:
Chair:	Dustbin:	Chair:	Dustbin:
Table:	Other items:	Table:	Other items:

DEFICIENCY, IF ANY, AT TIME OF LEAVING HOSTEL			FINE (Rs.) if any
Any Stores Item is due? :	YES / NO (Pl. tick mark)	Outstanding as on date- leaving hostel:	Rs. _____ /
Sign. (Stores in- charge)		Sign. (Chief Accounts Officer)	

Declaration: All above items and information have been verified by me. (Full Sign. above by Student with date)	Hostel Supdt. Full Sign. above with date)	Endorsed by:  SWO	Recommended by:  Chief Admin. Officer	Approved By:  PRINCIPAL

**NOTE: After approval of this form, a copy shall be submitted to Accounts Section for updating above student's financial account.**