

INDIAN STATISTICAL INSTITUTE

203 Barrackpore Trunk Road

Kolkata - 700108

To
The In-charge
ISI Guest House

REQUEST FOR BOARD AND LODGING

1. Name of the visitor with affiliation :
2. Nationality :
3. Purpose of visit (specify the activity) :
4. Type of Room : A/C Suite; A/C Double Bed room; A/C Single Bed room; Non-A/C Double Bed room; Non-A/C Single Bed Room
5. a) Whether meals to be provided by Guest House : YES/NO
- b) Type of meals : Vegetarian/ Non-vegetarian
- 6) Period of stay :
- 7) Official/Non-official :
- 8) Source of payment (account no. in case of ISI related work/project etc.) :
- 9) Name of the applicant requesting for Accommodation (or contact person) :

Department/Section/Unit:

Signature of Professor-in-Charge/
Head of the Unit

Date:

- i) Recommendation of In-Charge, Guest House :
- ii) Approval/Views of Director :