



अखिल भारतीय आयुर्विज्ञान संस्थान पटना

ALL INDIA INSTITUTE OF MEDICAL SCIENCES PATNA

Application for Accommodation in Guest House

Name of the Applicant.....
Designation.....Department/ Unit.....
Dates for room requested: from..... to

Number of rooms..... Number of days

Name of Guest/ Guests (for each room)

(1).....Arrival time.....Departure time.....
(2).....Arrival time.....Departure time.....
(3).....Arrival time.....Departure time.....

Designation of Guest.....
Address of Guest.....
.....
City from which arriving.....
Purpose of visit.....
Whether Institute's Guest/ Personal (attach ID proof of the Guest).....
Forwarded/ Recommended by.....

Date.....

(Signature of the applicant)

- **Terms & Conditions of guest house applied.**
- Approved charges will be applicable for rooms & 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 cases would be allotted only after approval of the Director.
- Charges are waived in cases of institute guest after approval of Director.
- Employees of applying for accommodation for their guest will be responsible for payment of dues, if any.
- Reservation will be provided after allotment by F/I, Guest house.
- Reservation may be cancelled at any time, if accommodation are needed by institute for institute's need.
- Guest have to present their ID proof at the time of arrival.
- In view of prevailing COVID-19 Pandemic, Guest must produce RT-PCR negative report before occupation.
- Everyone is respected to follow COVID appropriate behaviours in Guest House premises.
- Application and all subsequent communication to be made to F/I Guest house at Email ID: guesthouse@aiimspatna.org.

For any query guest house contact No. (85444 23408)