



**COUNTER COPY**

OFFICE OF THE  
HOSTEL MANAGEMENT, IIT MADRAS  
**STUDENT GUEST  
TEMPORARY ACCOMMODATION**

S.No.A \_\_\_\_\_ Date : .....

\_\_\_\_\_ Hostel

Name of the Guest(s) :

Relationship with me :

Purpose of Visit :

Period of Stay : From \_\_\_\_\_ To \_\_\_\_\_

No. of days : \_\_\_\_\_ days No. of persons \_\_\_\_\_

SIGNATURE OF THE STUDENT

Name of the Student : \_\_\_\_\_

Roll No. \_\_\_\_\_

Room No. \_\_\_\_\_ Hostel : \_\_\_\_\_

Recommended and forwarded

Warden / Group Head Chairman  
Boarding & Accommodation Charge :  
Rs. 300/- per day/per head (Calendar day  
basis) to be paid in advance at  
CCW Office only



**SECTION COPY**

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