

INDIAN ASSOCIATION FOR THE CULTIVATION OF SCIENCE
JADAVPUR, KOLKATA-700 032

GUEST HOUSE BOOKING FORM

Name of the visitor(s):.....

Designation:

Organization:.....

Phone No: Office.....Residence.....

E-mail:

Purpose of visit:.....

Type of accommodation: (please tick)

Booking Date(s)

From

To

Time of Arrival

Time of Departure

Single occupancy

Double occupancy

Suite (Asutosh
Mookerjee Guest
House)

I undertake to pay the total charge towards the room booking

Date

.....
Signature of the requisitioner

Name:

Designation:

Department:

Organization:

Contact Phone:

Note:

1. Room rent(Single occupancy):Rs.1000/day(IACS guest); Rs.2000/day(Govt. organization); Rs.3000/day(Private organization); Suite rent(Single occupancy):Rs. 2000/day(IACS guest); Rs.2500/day (Govt. organization) Rs.3500/day(Private organization); Rs.500 per extra person will be charged for all cases. Service tax, as applicable, would be levied on rents.
2. Please inform Mr.Sandip Mukherjee (8420056774) and/or Mr. Rakesk Balmiki (8420104198) and/or Soumik Mitra (8420056773), if there is any change in the booking dates(s), time of arrival and/or departure.
3. Check-In Time: 2.00 PM; Check Out Time: 12.00 PM.
4. Breakfast included in Room Rent, 2 water bottles will be provided free of charge.
5. Food is available at the Guest House.

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FOR OFFICE USE ONLY

ROOM NO(s)

TOTAL RENT(Rs.)

Payment Details

Room Rent per day

Total rent

Advance

Balance