

**BIRLA INSTITUTE OF TECHNOLOGY AND SCIENCE  
PILANI (RAJASTHAN)**

BITS House Allotment Committee

**Pooja Ground/Community Center – Booking Form**

(To be submitted at least 3 days in advance)

<b>Name:</b>	
<b>PSRN:</b>	
<b>Division:/Department:</b>	
<b>Contact Mobile Number:</b>	
<b>Email Address:</b>	
<b>Purpose:</b>	
<b>Preferred Pooja Ground/Community Center:</b>	
<b>Duration:</b>	<b>From:</b> _____ <b>To:</b> _____
<b>Keys of the above mentioned to be returned back on:</b>	

**Terms and Conditions:**

- 1) **100% charges** are applicable to private functions (i.e. wedding ceremony, birthday ceremony, sabhamani, conducting cultural program privately, etc.); **25% charges** are applicable to any religious festival (i.e. Durgapuja, Ganesh Puja, Saraswati Puja, Guru Nanak's Birthday Ceremony etc.)
- 2) Function will **end by 11:30 PM** and removal of tents may start thereafter. Premises to be handed over by 10 AM next morning.
- 3) Electricity Meter/Water Supply/Tenting **Permission** will be taken from the EMU.
- 4) DJ/Music system sound should **not exceed 50 Decibel** and will shut down at **11.00 PM**.
- 5) Alcohol and Smoking is **strictly prohibited** in the premises.
- 6) Charges per Day:

Sr. No.	Particular	For BITS	Outside BITS
1.	Pooja Ground with Parking Lot	8000/-	12000/-
2.	Community Center (One Qtr with lawn and parking lot)	3000/-	4000/-
3.	Community Center (Two Qtrs with lawn and parking lot)	4000/-	5000/-

I shall abide by all rules and regulations mentioned in BITSHAC guidelines with the above-mentioned Terms and Conditions and shall pay the required charges.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**To:  
The Convener,  
BITSHAC Pilani**

*Approved/Not Approved*

*(BITSHAC Convener)*