

**Application for allotment of accommodation in Dr. Ambedkar International Centre (DAIC),15, Janpath. New Delhi**

To

The Director (DAIC)  
 Department of Social Justice and Empowerment  
 Dr. Ambedkar International Centre  
 15, Janpath, New Delhi

**Subject :Allotment of accommodation in Dr. Ambedkar International Centre (DAIC). 15 Janpath ,New Delhi for (purpose)**

The following accommodation may please be allotted in Dr. Ambedkar International Centre (DAIC),15 Janpath, New Delhi:

1. Occasion:
2. Date and duration:
3. Dignitary details:
4. Application Category:
5. Approximate No. of participants:
6. Accommodation Required:

Accommodation (Please tick the appropriate box)	700 seat Auditorium <b>BHIM</b>	100 seat Auditorium-1 <b>NALANDA</b>	100 seat Auditorium-2 <b>SAMRASTA</b>	Outside area not for dining purpose	Outside area for dining purpose
Date(s) (Please specify)					

Round Table Conference Room (R-4) having seating capacity of 22 persons	Round Table Conference Room (R-5) having seating capacity of 14 persons	Round Table Conference Room (R-6) having seating capacity of 23 persons

7. Host of conference (please Name):

Government	PSU/Autonomous bodies	Private/NGO*

\*Photo ID of the person requesting the booking required to be submitted.

8. We/ This Ministry/ Department agree to abide by terms and conditions governing allotment of accommodation in Dr. Ambedkar International Centre (DAIC).

9. A Sum of Rs. ....on account of rental charges along with applicable tax is sent herewith through cheque /DD/Electronic mode.

10. Detailed Scheduled of the programme is attached/will be submitted before the start of program.

**Yours faithfully,**

**(Signature with seat)**

**(to be signed by Joint Secretary/Head of the Department/ Institution or equivalent officer)**

Name of the signing authority: .....  
 Designation: ..... Telephone No: .....  
 Email ID: ..... Mobile No: .....  
 Postal Address: .....

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