



**VISVA-BHARATI
SANTINIKETAN
GUEST HOUSE BOOKING FORM**

Please Tick (✓) your requirement :

PPGH RKGH INGH SAIL Sriniketan GV, Kolkata

1. Name of Visitor (s) : _____
 2. Organisation : _____
 3. Purpose of Visit : _____
 4. Postal address & Tele No. : _____

5. Arrival : DD MM YYYY Hrs.

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6. Departure : DD MM YYYY Hrs.

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7. Category
(for 'A' & 'B' enclosed Invitation letter from University) :

A (Univerisity)	B (Official)	C (Others)

8. Type of accommodation required
 (Please see overleaf) : _____

9. No. of Person (s) : _____

10. Person.making the Booking
 Name : _____
 Employee Code /No. : _____
 Designation : _____
 Bhavana / Sadana/Department : _____
 Centre/Section/School : _____
 Contact No. & E-mail ID : _____

11. For Category 'B' & 'C' only
 a. Kindly settle the bill(s) before checking out for Santiniketan Guest Houses.
 b. If Charges are not paid by the Guest then the undersigned agrees to settle the Bill(s) and the same to be treated as deduction from my Salary.
 c. Check Out time is 12.00 Noon.
 d. Kindly pay in advance for GV, Kolkata Guest House during booking.
 e. Guest are requested to produce photo Identity proof during check-in.
 f. Guest are requested to check-in on or before 10.00 p.m.

Date: _____ Signature of the Proposer : _____

12. Signature of the Vice-Chancellor/Pro-Vice-Chancellor/Registrar (for Category 'A')

Date: _____ Signature of the Proposer : _____

To
 The In-Charge (Public Relations and Quest Houses)
 Visva-Bharati

Note : > For any other information kindly contact Guest House Contact No. (+91 9474671573/+91 9547987071)
 E-mail : g_h_booking@visva-bharati.ac.in
 > For Food Requirement kindly contact Mr. Sajal Sen (+91 9434306842/+91 9474506532) for Santiniketan Guest Houses

CATEGORIZATION OF ROOMS

Cat-A (for University Guests)

Cat-B (Guests of University employee/students)

Sl No.	Guest House Name	Single Bed AC	Double Bedded AC	Triple Bedded AC	Four Bedded AC	Dormitory Non-AC (per bed)
1.	PURBA PALLI GUEST HOUSE	700.00	1100.00	1200.00	1300.00	300.00
2.	RATAN KUTHI GUEST HOUSE (MAIN)	-	2000.00	-	-	-
	RATAN KUTHI GUEST HOUSE (ANNEX.)	-	1500.00	-	-	-
3.	SAIL GUEST HOUSE	700.00	1100.00	-	-	-
4.	INTERNATIONAL GUEST HOUSE	-	1100.00	-	-	300.00
5.	SRINIKETAN GUEST HOUSE	-	-	-	1300.00	-
6.	RATHINDRA ATITHI GRIHA (ANNEX.) COTTAGE	-	-	-	3200.00	-
7.	GRANTHANA VIBHAGA, KOLKATA	-	-	1100.00	-	300.00

Cat-C (for Other Guests)

Sl No.	Guest House Name	Single Bed AC	Double Bedded AC	Triple Bedded AC	Four Bedded AC	Dormitory Non-AC (per bed)
1.	PURBA PALLI GUEST HOUSE	900.00	1300.00	1400.00	1600.00	400.00
2.	RATAN KUTHI GUEST HOUSE (MAIN)	-	2500.00	-	-	-
	RATAN KUTHI GUEST HOUSE (ANNEX.)	-	1800.00	-	-	-
3.	SAIL GUEST HOUSE	900.00	1300.00	-	-	-
4.	INTERNATIONAL GUEST HOUSE	-	1300.00	-	-	400.00
5.	SRINIKETAN GUEST HOUSE	-	-	-	1600.00	-
6.	RATHINDRA ATITHI GRIHA (ANNEX.) COTTAGE	-	-	-	3600.00	-
7.	GRANTHANA VIBHAGA, KOLKATA	-	-	1400.00	-	400.00

Note: Extra GST for tariff above Rs. 1000.00 as applicable.