



Royal University of Bhutan

ཕུ་རེ་ཤེས་རིག་མཐོ་རིམ་སློབ་གྲྭ།

**PARO COLLEGE OF EDUCATION
ROYAL UNIVERSITY OF BHUTAN
POST BOX NO: 1245
PARO: BHUTAN**



COLLEGE GUEST HOUSE BOOKING FORM

Date

1. Booking Information by User

Booked by:.....

Booked for:.....

Duration of Stay:.....

Number of Days:.....

Number of Units:..... *Identification of User: RUB Staff/RUB Student/Outsider*

Purpose of Booking:.....

.....

.....

2. Approval by Head (If required)

Approving Authority: President (Required in case of free rental for official use/any other)

Recommendation by Approving Authority:

.....

.....

Signature with Seal:.....

3. Confirmation & Allotment

Allotment in Name of:.....

Number of Units Allotted/Booked:.....

Duration of Allotment:..... Number of Days Allotted:.....

Rental Rate Applied (Nu):.....

Confirmation & Allotment by (Signature with seal):.....

Remarks:.....

.....

Note: External Booking may be sent by fax or contact at 08-271522