

Indian Association for the Cultivation of Science

JADAVPUR, KOLKATA - 700 032

REQUISITION FOR MLS HALL / SEMINAR / COUNCIL ROOM

Date

To
The Registrar,

Please book the MLS Hall / Seminar / Council Room

from..... to..... on.....for

the following purpose :

1. To hold the Seminar / Symposium
2. To hold the Endowment Lecture
3. To hold Academic Board meeting
4. To hold Finance Committee / Council / Executive Committee meeting.
5. To hold R A C / Review Committee meeting
6. To hold the Annual General / Special General Meeting
7. Any other purpose. (Pl. elaborate)

★★ Please tick which applicable

(Signature of the Requisition)

(Signature of the Head of the Dept./Unit/Section/Organisation)

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