

To be typed on the letter head of applicant's organisation/company

The Director
N.M.A.K.P. Sports Complex
Jamia Millia Islamia
New Delhi – 110 025

Sub.: Booking of (name of the facility) for
.....(mention dates)

Sir,

I/We would like to bring to your kind notice that we intend to conduct sports event(s) at N.M.A.K.P. Sports Complex, Jamia Millia Islamia, as per details attached herewith in the application form. You are requested to kindly allow the same. In case the booking is confirmed, the requisite charges (plus applicable GST) will be paid in form of a demand draft drawn in favour of Registrar, Jamia Millia Islamia, payable at Delhi.

I/We undertake to abide all terms & conditions as laid down and signed by me/us.

Thanking you,

Signature.....

(.....)
Name of the authorised person
Designation

Date:

Place:

**OFFICE OF THE GAMES AND SPORTS
Jamia Millia Islamia
New Delhi – 110 025**

Terms and Conditions for booking of Cricket Ground and other sports facilities of Nawab Mansoor Ali Khan Pataudi Sports Complex, Jamia Millia Islamia:

1. No temporary structure would be created in the Complex premises, including grounds/field of play (court) without prior permission and approval of the Director-Games and Sports, JMI. No digging is allowed.
2. The organizers will be responsible for any accident or mishap including loss of life during the course of booking by the Organiser. N.M.A.K.P. Sports Complex, JMI, will not be responsible for any such accident.
3. During booking period proper cleaning of areas booked will be the responsibility of the organizer and the same will be handed over to N.M.A.K.P. Sports Complex, JMI, in a neat and clean state after the program. Failure to do so will attract penalty of such amount as deems appropriate by the Director-Games & Sports, JMI, against the organizers.
4. Use of open/gas cooking is strictly prohibited. No eatable can be served in the ground and seating area. Only pre-cooked / packaged food/snacks can be served.
5. Use of DJ is strictly prohibited inside the Sports Complex. A Sound system can be used for the purpose of commentary only.
6. Smoking and drinking are strictly prohibited within the entire University Campus.
7. Medical facilities like Medical Kit, First Aid-Box, qualified personnel and ambulance for any contingency must be ensured by the organizer.
8. Arms and ammunition, fireworks or explosives are strictly prohibited in the Complex.
9. N.M.A.K.P. Sports Complex, JMI, reserved the right to cancel any confirmed booking without assigning any reason or prior notice to the Organiser.

**DIRECTOR
Games & Sports**

UNDERTAKING

I/We have read and understood the terms and conditions. I/We accept and undertake to abide the same.

Signature of the Organiser

Name of the signing authority: _____

On behalf of _____

Company/organisation Seal

OFFICE OF THE GAMES AND SPORTS
Jamia Millia Islamia
New Delhi – 110 025

APPLICATION FORM FOR BOOKING OF SPORTS FACILITIES

Name of organising Institution / company :

Name and designation of authorised person :

Name of facilities required : (1)
(Please refer to tariff) (2)

Dates for which required :
(Pl. specify day time or night time)

Additional Time required (if any) :

Number of expected audience :

Number of expected vehicles :

(Pl. note that players, officials, audience and drivers should carry valid photo ID cards)

Name & Signature of Organiser
Office seal

FOR OFFICE USE

Date(s) required : Available / Not available

Booking Charges : Rs.

Additional Time Charges (if any) : Rs.

GST @ 18% on base tariff : Rs.

Total : Rs.

Deposited vide D.D. No. Dated drawn on bank

D.D. deposited in Finance & Accounts Department vide R.No. dated

(Dealing Assistant)

Checked by:
(Office In-charge)

Approved by
(Director – Games & Sports)