



## SRM VEC HOSTELS LEAVE APPLICATION FORM



Student Copy

Name of the Student : \_\_\_\_\_ Room No: \_\_\_\_\_

Institution Name : SRMU / VEC / SRMCP / SRMAS / SRMS&H / SRMPT / VPT

Course : \_\_\_\_\_ Branch: \_\_\_\_\_

No of Days : \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

Purpose for Applying Leave: \_\_\_\_\_

Place of Visit & Contact Name with full address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone / Mobile \_\_\_\_\_ Relationship: \_\_\_\_\_

Mode of Travel : TRAIN / BUS / FLIGHT / CAR / TWO WHEELER

Date & Time of Outgoing: \_\_\_\_\_ Date & Time of Incoming: \_\_\_\_\_

I hereby declare that I am leaving the hostel duly informing the above facts with the consent of my parents and my on own risk.

**Signature of Dy Warden / SRO**

**Signature of the Student**



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Office Copy

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