

**CHANDIGARH COLLEGE OF ENGINEERING & TECHNOLOGY, SECTOR 26,
CHANDIGARH**

**Application Proforma for Event Permission and Financial Sanction by Clubs/Societies/
Sports/Fest/Events/Activities**

1. Name of Club/Technical Society/Cell :		Name of Incharge :		
2. Name of Event :				
3. Date :		Time :	Venue (S) :	
4. Name & Detail of Student Coordinator :				
Name	Branch/Semester	Roll No.	Mobile No.	
5. Brief Event Description :				
6. Expenditure Details (Enter NIL if no Fund is Required/may enclose detail along with application)				
Sr. No.	Description (List of Items)	Approx. Cost	Justification	Availability on Gem (Yes / No)

Financial sanction may kindly be accorded for Rs. _____
(Rs. (In words) _____)
as per above details. An Advance of Rs. _____ (Rs. _____
_____) against this sanction may be given in the
name of _____

NOTE:-

- (1) The items/material availability checked on GeM through GeM Buyer Login of Student Fund. **(Yes / No)**
- (2) Total/Approx. amount required for the said event/activities is _____
- (4) The student's application signed by Student Incharge (Club/Tech. Event/Cell) is attached **(Yes / No)**
- (5) The application should be submitted to the office of Principal after completion of necessary documents & recommendation of Student Welfare Officers as indicated below.

(Name & Signature of Incharge)
(Club/Technical Society/Cell)

Recommendation/Not Recommended	
Secretary Student Council	President Student Council

Prof. Incharge Student Welfare

Principal

<p>NOTE : Office of Student Welfare Cell to deal the application within four (04) working days after completion of all formalities. Incomplete application/application without recommendation of Student Welfare Officer will not be accepted.</p>
