



GUEST HOUSE NIT SILCHAR



Room Rent & Rules of Guest House NITS weft. 01.08.2012

Room Rent:

Nature of occupancy	Official (Rs)		Semi-Official (Rs)		Semi- Private (Rs)		License Fee (Rs)		Institute Guest	Private Guest (Rs)	
	Non A/C	A/C	Non A/C	A/C	Non A/C	A/C	Non A/C	A/C		Non A/C	A/C
Single Occupancy	200/-	300/-	350/-	450/-	450/-	550/-	50/-	100/-	Free	600/-	700/-
	Non A/C	A/C	Non A/C	A/C	Non A/C	A/C	Non A/C	A/C		Non A/C	A/C
Double Occupancy	400/-	500/-	450/-	550/-	600/-	700/-	100/-	200/-	Free	900/-	1000/-
	Non A/C	A/C	Non A/C	A/C	Non A/C	A/C	Non A/C	A/C		Non A/C	A/C
VIP ROOM	750/-		1000/-		1250/-		N/A		Free	2500/-	

IMP Notes:

- The participants of the 4th International conference of SocProS' 2014 (27-29 Dec, 2014) will be treated under **official** category.
- VIP rooms are reserved and are not allotted for participants.

1. **Official Guest** are those persons who are visiting the Institute: a) for any official or academic work related Institute activities, b) to carry out students campus placement activities at NIT, c) Institute alumni will be treated as official, d) to attend Student Gymkhana functions etc. arranged officially.
2. **Semi Official Guest** are those persons who are being provided accommodation : a) for installation, repair etc of machines, equipment, apparatus etc. of the Institute, b) on the recommendation of R & D and Academic Institutes in the region, c) for being faculty and officers of other NITs, d) to meet their son's/daughter's/ward's who are NITS students.
3. **Semi Private Guest** is those who are the visitor from any other Academic Institute in India and relative's staff and faculty of NITS.
4. **License Free Guest** is those who are the newly joining as a Staff or Faculty in the Institute (for 15 days only).
5. **Institute Guest** (only BOG Members, Speakers of Convocation, MHRD Officials) will be provided boarding & lodging free of charge.
6. **Room will be allotted in sharing basis for the participants and single room for resource person for STC/Workshop/Seminar and other Training programs. The Coordinators of the programmed will be responsible for the payment of room rents. Henceforth the participants & resource persons will not be treated as Institute guest for guest house payment purpose.**
7. **Private Guest** is those who do not fall in any of the categories above and who are not Institute Guest.
8. For students room will be allotted only a recommendation/verification by Dean of Student Affairs or Warden.
9. The Indenter has to inform to the Guest House Authority the actual number of occupants and the list of the guests with name & address before 48 hours.
10. If the indenter cancels any booked rooms within 24 hours, he/she has to pay full room rent.



GUEST HOUSE NIT SILCHAR



Wising you a pleasant and comfortable stay at the Guest House

Some Important points to you

Dear Guest,

You are an honored guest of ours and we welcome you to our Guest House. To enable us to provide you our best services during your stay here, you are requested to please note the following.

1. Meal Timing at the Guest House are:
 - a) Bed Tea: 06:00am to 06:30am
 - b) Breakfast: 07:30am to 09:30am
 - c) Lunch: 01:00pm to 02:30pm
 - d) Dinner: 08:00pm to 09:30pm
2. Meals are to be ordered in advance with the concerned cook (Mr. Raju Dey, M: 8011713179) or with staff of the Guest House. Orders for breakfast are to be placed on the previous evening, while orders for lunch and dinner are to be placed latest by breakfast time and lunch time respectively.
3. A meal once ordered will be charged, even if you do not have it.
4. Aqua-guard filtered water is provided in the Guest House. Mineral water will be provided on request, but against extra payment only.
5. Please do not keep valuables/case in the room whenever you go out.
6. Please leave your room keys with the Office Desk (Old guest House), when you go out.
7. The Check Out time is 12 noon. Special requests are subject to availability upon check-in. Not more than two persons will be allowed in the each double bed rooms.
8. Room will be generally allotted on 'first comes first serve basis' considering the limitation of the nos. of AC Rooms.
9. Institute reserves the right to cancel any prior booking if any emergent necessity of the Institute arises.
10. No overstay will be permitted without prior permission.
11. You should have no objection to sharing accommodation in case it is so required.
12. No cooking is allowed in the rooms.
13. Admission of guests into the kitchen is restricted.
14. Visitors in the rooms of the Guest House are not allowed after 10:30pm.
- 15. Drinking of liquor & Cigarette smoking is prohibited in the Guest House.**

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