

To,

The Hon. Hostel Warden, School of
Planning & Architecture, New
Delhi – 110002.

Through The HOD _____ (Name of the Department)

Date: _____

Subject : Request for Hostel Allotment through Mutual Agreement for the session (_____).

I _____ (name of candidate) Roll No. / App. No. _____ is a student of _____ year / semester of Department of _____ (name of department) request you for the hostel allotment through mutual agreement.

It is to state that the following students (s) have agreed to accommodate me in the Room No. _____ of ITO / MB Hostel.

Name of Student (s) (1) _____ (2) _____

Roll No. (1) _____ (2) _____

Department (1) _____ (2) _____

DECLARATION:

I /We agree that Mr. / Ms _____ can stay in my /our Room and I /we am /are ready to share the limited infrastructure available in my /our room. I/ we would not raise issue of infrastructure. I/ We are committed to collaboratively resolving any disputes that may arise among us through dialogue in a peaceful manner. I/ we understand that the original student alotee(s) and the student(s) sharing the room shall have equal rights to the room.

Signature of Roommates (1) _____ (2) _____

I declare that I will pay all Hostel Fees and Mess Fees as per notification. I/We will share the limited infrastructure provided by the hostel authorities. I/we and my/our parents will not have any problem in the future for such sharing arrangement.

(Applicant)