विभाग/केंद्र का नाम Name of the Dept./Centre…………………………………………………

सं. No. दिन ांक Date:

दिषय: होसाला हाउस में आिास के वलए अनुरोध

Sub: Request for Accommodation in Hoysala House

|  |  |
| --- | --- |
| **नाम Name** |  |
| **पदनाम Designation** |  |
| **विश्वविद्यालय/संस्थान का पता/ ऑविस Address of the****University/Institution/ Office** |  |
| रहने की अिवध Period of Stay | से From तक Toविनों की सांख्य No. of days: |
| आिश्यक कमरों की सांख्य No. of Rooms required |  |
| य त्र क उद्देश्य Purpose of visit(सांस्थ न को आमांदत्रत करने के म मले में, अनुमोिन पत्र सांख्य और दतदि)(In case of Invitees to the Institute,approval letter number and date) |  |
| कमरे का वकराया Room Rent | कॉलेज/इांस्टीट्यूशन/यूदनिदसिटी टीचसि के दलए For College/Institution/University Teachers: 1000/- रुपये प्रविविन प्रवि व्यक्ति per day per personउद्योग प्रविभावगयों के वलए For Industry Participants: 1500/- रुपये प्रविविन प्रवि व्यक्ति per day per person |
| भुगिान का िरीका Mode of Payment | आगंिुक द्वारा By the Visitor:(कृपय िैकल्पिक डेदिट हेड भी प्रि न करें)(Please provide alternate debit head also)डेदिट हेड Debit Head: |
| संकाय सिस्य विभाग का Name of the Faculty Member, दिभ ग Department |  |
| संकाय सिस्य के हस्ताक्षर Signature of the Faculty member |  |

प्र योजक सांक य सिस्य के दिभ ग/केंद्र के अध्यक्ष

Chairman of the Sponsoring faculty member’s Dept./Centre

सेि मे To

अध्यक्ष The Chairman

सिि विक्षा केंद्र, आईआईएससी

Centre for Continuing Education, IISc.

Note: 12% GST will be charged on the room rent effective from 12 June 2024.

**Hoysala Guest House**

CCE runs a guest house, named after the famous Hoysala Dynasty, which ruled ancient Karnataka. It has **60 self-contained and fully furnished single rooms**. These are mainly intended to accommodate the participants of the programmes conducted under the auspices of the CCE, as well as invitees, academicians, lecturers, and above, to the Institute. However, subject to availability, accommodation is made available to other categories of participants in seminars, symposia and conferences, and persons visiting the Institute for various academic works. Hoysala Guest House also contains a T.V. room and Computer Lab Facility for Browsing and checking the mail.

For booking, please contact **Chair, CCE**

**Procedure for Getting Accommodation at Hoysala Guest House**

* Duly filled forms have to be sent to the CCE Office.
* It is possible to process only those requests that are made in the proforma given, **complete in all aspects and forwarded through the Chairman of the concerned department**.
* For the requests to be processed, it is necessary that the filled-up forms should reach us at least three working days before the arrival of the visitor. The reply will reach you on the next working day.
* The extension of stay is subject to availability.
* It is**not possible to process oral requests** (made either over the phone or in person).
* Hoysala Guest House accommodation is **not meant for family, students and personal guests**.
* Please inform immediately of any cancellation, since it not only helps others who need accommodation but also avoids loss of revenue to the institute.
* The visitors may please note that there is no room service facility and Check-in/Check-out timing is 8.00 AM.
* Hoysala Guest House Reception No. 080 2293 2535.

Website: [Click Here](https://cce.iisc.ac.in/hoysala-house/#:~:text=It%20has%2060%20self%2Dcontained,and%20above%20to%20the%20Institute.)