

**GUEST HOUSE ROOM REQUISITION FORM**

**Valid for the Kumbh Mela Period (10th Jan. to 28th Feb. 2025)**

**UNIVERSITY OF ALLAHABAD**

**\*\*\*\*\***

**In-charge Guest House**

**Kindly book room(s) in favour** of.

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Name (s) of the Visitor (s) | Sex (Male/ Female | Address | Mobile No./  E-mail ID | Accompanying person(s) | Name of Department  (If any) | Purpose of Visit  (Attach Supporting Documents) |
|  |  |  |  |  |  |  |

**Visitor’s Travel Programme**:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Arrival at Prayagraj** | | **Departure from Prayagraj** | | |
| **Airlines/Taxi/Car/**  **Train** | **Date & Time** | **Airlines/Taxi/Car /Train** | **Date & Time** | **Total No. of Days** |
|  |  |  |  |  |

Number of Accompanying Persons-------------------------------Adults---------------------------Children (below 12 yrs)…………………

**Undertaking**

I hereby declare that all the details furnished by me in this booking form are true and correct to the best of my knowledge.

I undertake that the guests will abide by all the rules, regulations, and terms as prescribed and revised from time to time by the University of Allahabad for the use of the University Guest House.

I also agree to ensure timely payment of the room rent charges and any additional charges as applicable.

Name & Designation of Applicant--------------------------------------

Mob No.---------------------- E-mail------------------------------------

Signature--------------------------------------------------------------------

Endorsed/Recommended by Dean/ Hod /Director of the Institute

Date------------------------------------ (Seal of the Department/Centre)

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| **Note: -**  **The applicant must deposit room rent charges in the guest house bank account immediately after receiving the temporary confirmation of the booking.** |

**Guest House Guidelines and Booking Instructions:**

1. **Facility Overview**  
   The University operates the guest house on a self-financed basis, aiming to provide comfortable accommodations to guests while ensuring the financial sustainability of the facility.
2. **Tariff**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Regular Tariff During Kumbh Mela Period Except for Special Days** | | | | | |
| **Single Occupancy**  **(For First Three Days)** | **Single Occupancy**  **(After Three Days)** | **Double Occupancy**  **(For First Three Days)** | **Double Occupancy**  **(After Three Days)** | **V.I.P. Room (For First Three Days)** | **V.I.P. Room (After Three Days)** |
| **Rs. 1500/-**  **per day** | **Rs.2000/-**  **per day** | **Rs.2000/-**  **per day** | **Rs.2500/-**  **per day** | **Rs.2500/-**  **per day** | **Rs.3000/-**  **per day** |

|  |  |  |
| --- | --- | --- |
| **Tariff for Special Days During Kumbh Mela Period** | | |
| **Room Rent with Complimentary Breakfast and Dinner for Special Days During the Kumbh Mela**  To manage increased operational costs and to ensure that our rates remain competitive with other accommodations in the city during the Kumbh Mela, room rent has been temporarily revised for the following days:   * + **Mauni Amavasya (Royal Bathing/Shahi Snan): 29 January 2025**   + **Basant Panchami (Royal Bathing/Shahi Snan): 3 February 2025**   + **Achla Saptami (Important Bathing): 4 February 2025**   + **Maghi Poornima (Important Bathing): 12 February 2025**   + **Maha Shivratri (Important Bathing): 26 February 2025** | | |
| **Single Occupancy** | **Double Occupancy** | **V.I.P. Room** |
| **Rs.20,000/-**  **per day** | **Rs.25,000/-**  **per day** | **Rs.30,000/-**  **per day** |

1. **Duration of Stay**  
   Rooms can be allotted for up to three days per booking. Extensions may be granted with prior approval from the Honourable Vice-Chancellor.
2. **Cancellation and Payment Policy**
   * Bookings cannot be cancelled by guests, and room rent charges are non-refundable.
   * Guests must transfer the full room rent charges to the official bank account immediately after receiving a booking confirmation. Payment details (account information or QR code) will be provided by our authorized staff.
   * The University reserves the right to decline booking requests and cancel bookings at its discretion.
3. **Meals and Additional Services**
   * Complimentary breakfast and dinner are included. The meals provided will be simple, with the menu determined by the guest house.
   * Guests can order snacks and other food items from the menu at additional charges.
4. **Endorsement Requirement**  
   To facilitate the booking process, please ensure your request form is endorsed by a university teacher or administrator.
5. **Reservation Rights**  
   The University reserves the right to decline booking requests or cancel confirmed bookings at its discretion.
6. **Booking Process**  
   **Step A:** Email the completed booking form along with your valid ID proof and other relevant documents to:

drnakulkundra@allduniv.ac.in

**CC:** rk\_ipsar@rediffmail.com

**Step B:** You will receive a response within five days. If your booking is temporarily confirmed, the authorized staff will share the QR code or official bank account details for payment. Please ensure that payments should be transferred to the official account of the guest house. We won’t be responsible for wrong transactions.

**Step C:** Transfer the full amount within 24 hours of receiving the bank/ QR details. Once the payment is received, it will be acknowledged telephonically, and your booking will be confirmed upon the realization of payment.

**Step D:** At check-in, all guests, including accompanying persons, must present original ID proof (preferably Aadhaar Card, Voter ID Card, or PAN Card)

Check Out Time 11:00 A.M.

**Special attractions in Prayagraj and their Approximate Distance from the University Guest House**

* + 1. **Triveni Sangam and Kumbh Mela (6 km)**
* The confluence of the Ganga, the Yamuna, and the Saraswati is a spiritually significant spot and a popular pilgrimage destination.
* Kumbh Mela is a mass Hindu pilgrimage of faith in which Hindus gather to bathe in the sacred river. It is considered to be the largest peaceful gathering in the world, with over 100 million people visiting during the Maha Kumbh Mela in 2013.

**2. Hanuman Mandir (Sangam Area, 8 km)**

* A unique temple housing a reclining idol of Lord Hanuman is near Sangam. 
  1. **Allahabad Fort (8 km)**
* Allahabad Fort was built by Emperor Ashoka but repaired by Emperor Akbar in 1583. The fort stands on the banks of the Yamuna near the confluence with the river Ganges. It is the largest fort built by Akbar. In its prime, the fort was unrivalled in its design, construction and craftsmanship. This huge fort has three galleries flanked by high towers.
  1. **Allahabad University (0.5 km)**
* One of the oldest universities established in the Indian subcontinent. Its origins lie in the Muir Central College, named after Lt. Governor of North-Western Provinces, Sir William Muir, in 1876, who suggested the idea of a Central University at Prayagraj, which later evolved into the present university. It is called the “Oxford of the East.”
  1. **Chandrashekhar Azad Park (3 km)**
* Formerly known as Alfred Park and Company Garden, it is a public park of 133 acres area and is the biggest park in Prayagraj. It was renamed after freedom fighter Chandra Shekhar Azad, who sacrificed his life here during the Indian independence struggle in 1931.
  1. **Anand Bhavan and Swaraj Bhavan (2 km)**
* The historical residence of the Nehru family, Anand Bhavan, is now a museum showcasing artefacts of India’s independence movement. Swaraj Bhavan, adjacent to Anand Bhavan, is also worth visiting.
  1. **Allahabad High Court (4 km)**
* A fine example of Georgian architecture, it was one of the first high courts to be established in India.
  1. **Prayagraj Planetarium (2 km)**
* Located near Anand Bhavan, the planetarium offers an immersive experience of astronomy through engaging shows.
  1. **Allahabad Museum (2.5 km)**
* Established in 1931, the museum is known for its rich collection and unique objects. It is funded by the Ministry of Culture.
  1. **Khusro Bagh (4 km)**
* A historical walled garden housing Mughal tombs of Prince Khusro and his family. It is a beautiful blend of architecture and tranquillity.

**Transportation Tips:**

* Auto-rickshaws, e-rickshaws, and taxis are readily available for local travel.
* For longer distances, pre-arranged taxis or app-based cab services are convenient.

Officer In-Charge

Guest House