

**ROYAL INSTITUTE OF MANAGEMENT
HOSTEL REQUEST AND APPROVAL FORM**

Date :

To : Name....., Warden, RIM

From : Name....., Sign,.....

Course :

Kindly grant me hostel from the(day).....(month).....(year) to(day)(month)(year). I shall pay a sum of Nu.150/- per month as hostel fees and a sum of Nu.1000/- per month as mess fees in advanced for the duration stated above. In case I leave hostel before the stipulated duration and fail to give one month prior notice the management may deduct one month fees.

Not approved

Approved

Signature of Warden

Payment not received

Payment received

Signature of Accountant, RIM Fund

Not Approved

Approved

Signature of Registrar