

**Booking of Smart Theatre (Prayer Hall)**  
At Ambika Building, Vivekananda College, Tiruvedakam West

<b>Date of the Event</b>	:	
<b>Time of Event</b>	:	<b>From</b> _____ <b>To</b> _____
<b>Name of the Event</b>	:	
<b>Name of the Department</b>	:	
<b>Name of Event in-charge</b>	:	

**Event in-charge**

**H.O.D/ Coordinator**

**ICT Coordinator**

**Principal**

**Note:** Booking of Smart Theatre is allowed if the Student strength is more than 100. Otherwise, the departments should use their smart classroom as usual. Check the Availability of Smart Theatre before Booking. After booking, handover this form to the ICT Coordinator. Any damage of Electronic Devices due to wrong operation, the event in-charge is accountable.

**Booking of Smart Theatre (Prayer Hall)**  
At Ambika Building, Vivekananda College, Tiruvedakam West

<b>Date of the Event</b>	:	
<b>Time of Event</b>	:	<b>From</b> _____ <b>To</b> _____
<b>Name of the Event</b>	:	
<b>Name of the Department</b>	:	
<b>Name of Event in-charge</b>	:	

**Event in-charge**

**H.O.D/ Coordinator**

**ICT Coordinator**

**Principal**

**Note:** Booking of Smart Theatre is allowed if the Student strength is more than 100. Otherwise, the departments should use their smart classroom as usual. Check the Availability of Smart Theatre before Booking. After booking, handover this form to the ICT Coordinator. Any damage of Electronic Devices due to wrong operation, the event in-charge is accountable.