Amrita School of Engineering, Bengaluru
<u>Memento Request Form</u>

1. Name of the Event   :   ....

                                            ....

2. Organized by   :   ....

3. Date(s) of the Event   :   ....

4. No. of Memento(s) required   :   ....

Sl. No.	Name of the Guest	Name of the Organization	Time & Date on which Memento is required
1			
2			
3			
4			
5			

Name of the Indenter   :   ....

Department   :   ....

Signature   :   ....

                                                     ....
                                                     Signature of HoD/Chairman

Date   :   ....   Date : ....

To :   **<u>Facilities Department</u>**

      Kindly provide the required number of **Normal / Customised** Mementos to the Indenter one day prior to the date mentioned above.

                                                        ....
                                                        Associate Dean

                                             Date : ....