



Sport Complex Booking Application

- 1 Name of Applicant
- 2 Name of Institution
- 3 NIC No
- 4 Residence Address
- 5 Office Address
- 6 Telephone No Home Mobile
Office
- 7 Email
- 8 Day/Dates of Event/Funtion
- 9 Duration of Event/Funtion From (AM/PM) To (AM/PM)

10 Purpose of the Event/Funtion

* Sports Events

Competition

☐

Practice

☐

Rehearsal

☐

Other

☐

If "other" is selected -Please
provide a brief Description of the

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11 Venues

Indoor Stadium - Arena	
Swimming Pool	
Ground	
Gym	
Chess Room	
Canteen/Food Stall	

Ground Floor Inside Pavilion	
First Floor Pavilion	
First Floor Pavilion VVIP Room	
Conference Hall	
Hostel	
Vehicle Parking	

12 Other Supplies

Item	Qty
Plastic Chair	
Plastic Table	
Olimpic Toach	
Victoty Stand	
Oil Lamp	
G.I. Pipe (Per One)	

Item	Qty
Victoty Stand Backdrop Stand Iron Frame	
Wrestling Metress	
Taekwondo Metress	
Kabadi Metress	
Table Tennis Table (Per One)	

Other	
	
	

13 Organization Type

1 Government School ☐

3 Clubs ☐

2 Private/International
School ☐

4 International
Institute ☐

14 No. of Invitees Expected

15 No. of Motor Vehicles Expected

I agree to the terms and conditions given by the department of sports and certify that above mention details are true and correct according to my knowledge.

Date

Signature

For Office Use Only

16 Estimated Amount / Invoice Amount In Words

In Figure

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Prepared By

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Approved By Manager of Sports Complex /Director of Sports

17 Payments Details Including Refundable Deposit

Date	Receipt No		Amount	Signature of Authorized Officer
		Department		
		Complex		
		Complex		

18 Refundable Deposit Repayment Details

Deductions from the refundable deposit (If any)

Recommendation

Security Officer

Ground Staff

Subject Officer

Date	Receipt No	Amount	Signature of Authorized Officer

Approval

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Director of Sports -Central Province

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Manager - Sports Complex Digana