



POORNIMA UNIVERSITY

E21

(Estd. by Rajasthan State Legislature vide Act No. 16/2012 & Recognized under Section 22 (1) of UGC Act 1956)

REQUISITION FORM FOR PHOTOGRAPHER

We are organizing program with following details:

Organizing Department & School :	
Coordinator Name :	Mobile No. :
Program Name :	
Venue:	
Starting Date :	End Date :
Starting Time :	End Time :
Outside VIP Guest Name	Designation
1.	
2.	
3.	

If Videographer is required, Justification thereof	
---	--

**Signature of
Coordinator**

**Signature of
HOD / Dean**

**Signature of
Chief Proctor**

..... FOR USE OF PHOTOGRAPHER

Noted in Diary (Comment if Any)	
Remark/Approval by Authority	

**Signature of Photographer
with Date**

**Signature of Approving Authority
with Date**