

United International University
Center for Information Technology Service
Requisition of equipment's for Seminar/Workshop/Program.

Venue : Date of Requisition :
Date of Program : Time :
Time :

Hardware Items Required	
Software Items Required	

.....
Requisition Made By
Name :
Designation :

.....
Recommendation of Authorities
of the Concern office/Dept./Center

.....
General Manager, CITS

Student ID No: Cell Phone No of the Student: (if requisition is made by a Student)

(The student will have to bear all responsibilities for the return equipment's they requisitioned by him/her)
(Requisition should be submitted at least 1 day (24 Hours) ahead of the Seminar/Workshop/ Program)