

**VISAKHAPATNAM PORT TRUST**  
**GENERAL ADMINISTRATION DEPARTMENT**

**KALAVANI A/C AUDITORIUM :: SPORTS & CULTURAL COMPLEX**

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Application for Outsiders for allotment of

KALAVANI A/C AUDITORIUM :: SPORTS & CULTURAL COMPLEX.

(Including Port Employees applying for functions for any of their relatives other than for their Sons / Daughters)

To  
The Secretary,  
Visakhapatnam Port Trust,  
VISAKHAPATNAM – 530035.

Sir,

I request you to allot Kalavani A/c Auditorium at Sports & cultural Complex for \_\_\_\_\_ days from 6.00 AM on \_\_\_\_\_ up to 2.00 AM on \_\_\_\_\_ for celebration of my son's/daughter's Marriage/ Marriage reception / mature function.

Furnish the particulars in regard to the function as hereunder

1. Full Name of the applicant :  
(IN BLOCK LETTERS)
2. Occupation & Office Address of the Applicant. :
3. Residential address of the applicant :
4. Phone No. if any :
5. Number of days allotment required :
6. Purpose, whether for marriage of self,  
Son, daughter or any other function
7. Name of the bride/bridegroom in the case of :  
Marriage and relationship with the applicant.
8. Date & Time of Muhurtham, if any :

I have understood the Rules and will abide by the rules of Kalavani A/c Auditorium, in the case of allotment.

**SIGNATURE OF THE APPLICANT**