

## REQUISITION FORM FOR BANDS

1. Name of Requisitioning Party :-
2. Address :-
3. Date(s) (i) ..... (ii) .....
4. Time :- (i) From ..... To.....  
(ii) From ..... To .....
5. Terms and Conditions for requisitioning the Brass/Pipe Band :-
  - (i) Rs.1000/- (Rupees one thousand) only or the first hour or part thereof.
  - (ii) Rs. 700/- (Rupees seven hundred) only for the subsequent hours or part thereof.
  - (iii) For road journey of more than one hour, from Mawdiangdiang Home Guards Complex, one way, the requisitioning party will be charged @ Rs.350/- for every one hour or part thereof of journey time.
  - (iv) Rs.5000/- (Rupees five thousand) only for marriage and other private functions for 4 (four) hours or part thereof.
  - (v) The Band will not play beyond 10 P.M.
  - (vi) The requisition party should make the full payment in cash/ Cheque and the Crossed Cheque should be made out to the Home Guards Band fund.
  - (vii) Transportation and Refreshment for the Band should be provided by the Requisitioning Party.
  - (viii) No alcohol should be served to the band party.
6. Band allotted : Brass Band  Pipe Band
7. Amount to be paid Rs..... (Rupees.....)
8. Received an amount of Rs.....(Rupees.....  
.....only) vide receipt No..... dated .....

Departmental Officer  
(with Seal)

Requisitioning Party