



हरियाणा केंद्रीय विश्वविद्यालय
महेंद्रगढ़-123031 (हरियाणा), भारत
नेक द्वारा 'ए' ग्रेड प्राप्त विश्वविद्यालय



Central University of Haryana
Mahendergarh-123031 (Haryana), India
NAAC ACCREDITED 'A' GRADE UNIVERSITY

PROFORMA FOR ISSUANCE OF POTTED PLANTS WITH UNIVERSITY LOGO

Name and Designation of the Indenter:

Department:

Mobile no:

No of Pots required:

No. of external guests with name:

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Purpose:

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Signature of HOD/TIC

Approval of the Registrar

Received Pots

Signature

Name with Mobile Number

Note:

1. Potted plants will be issued only for important University functions for external experts only.
2. No plants will be issued without submission of duly filled in proforma and approval of the Competent Authority.
3. The proforma is to be submitted at least 3 days before the programme and no pot/s will be issued on the spot to the Indenter.
4. The indenter/authorized person can collect the pots from nursery one day before the programme.