



सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्थान, सूरत
SARDAR VALLABHBHAI NATIONAL INSTITUTE OF TECHNOLOGY, SURAT
सरदार वल्लभभाई राष्ट्रीय प्रौद्योगिकी संस्था, सुरत

SVNIT

Performa for approval to travel by Private Airlines for Experts/ Examiners/
Consultants / Faculty members for official work only

1. Name of Person Travelling : _____
2. Designation : _____
3. Address : _____

4. Purpose of Visit (Enclose relevant office order) : _____
5. Place of Origin : _____
6. Date of Starting : _____
7. Place of Destination : _____
8. Date of Return : _____
9. Availability of Air India Flight : Yes / No
10. Time required to travel by Air India : _____
11. Night Halt Enroute required for travel by Air India : _____
12. Time required to travel by Private Airline : _____
13. Any difficulty in travel by Air India : _____
14. Which Journey is by Private Airlines : Onwards / Return / Both
15. Justification for travel by Private Airlines : _____

Notes :

1. I certified that above information is verified from Airline website recently.
2. The ticket shall be booked only through authorized travel agents like Balmer and Lawrie, Ashok Travels, IRCTC or Official website of the concerned Airlines only.
3. I certify that the ticket booked only after receiving of the approval from the Director of the Institute.

Name & Signature of Faculty Inviting Experts/
Examiner

Head of Department

REGISTRAR

DIRECTOR

Approval from MHRD