



PAEC (NIFA) REST HOUSE, RESERVATION PROFORMA

Ph#: 091-2964060-2, 2964064 Fax#: 091-2964059

Below information is mandatory for reservation at NIFA, Rest House:-

Name of the Officer:	
Designation & Scale:	
Project/Centre Name with Address including P.O Box (if any):	
Contact # (office):	
Office Fax #:	
Mobile #:	
Nature of Visit (Official/Private):	
Visit purpose:	
Room(s) required:	
No. of Family Members:	
Dates required:	
	Check in date To Check out date
Single Room Occupancy Charges:	Official: @Rs. (2 x DA) Private: @Rs.800/- per night

- Private stay (with/without family) Rs.800/- per night.
- Private – Retired employees (with/without family) Rs.800/- Per night.

#	Period of stay	Authority
1.	1 – 15 days	Local Authority to whom powers delegated
2.	16 – 30 days	Member (Admin)
3.	Beyond 30 days	Chairman

Note: The rates would be inclusive of A.C/Heating charges where provided/available. These rates are subject to revision from time to time.

Signature of Guest

Recommendations of Concerned HOD/HOE

FOR OFFICE USE ONLY

Rooms Available: _____

Dates Available: _____

Head Administration, NIFA

Note. Brothers, Sisters and Guests are not allowed vide PAEC HQ OM No. 33(71)/2013-Admin-III dated 19.08.2013. In case of Forced Longer stay at PAEC (NIFA) Rest House, Peshawar provide valid reason and evidence. The said proforma is available on NIFA official website i.e. www.nifa.org.pk