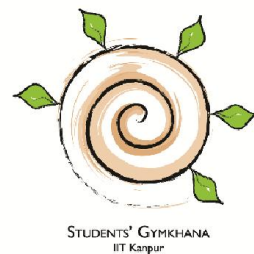# FORM – SG12

Indian Institute of Technology Kanpur
Students Gymkhana
Component Issue Form

Details of Person Requesting Components

Name		Roll No.		Room No./Hall	
Concerned Council/ Club/Hobby Group		Email id		Contact No.	

Purpose/Project Name(Brief)	

Details of Components Requested

To be filled by Person Requesting Component			To be Filled by Club/Hobby Group Coordinator				
Sr.No.	Component Description	Quantity	Head(Consumable /Contingency /Equipment)	Date of Issue	Expected Return Date	Date of Return	Remark

Caution Money Deposited	Signature of the Requester on Issuing Component	Caution Money Refunded	Fine and Reason	Signature of the Requester on Submitting Component

Approved by : Club /Hobby Group Coordinator	Approved by: President/General Secretary (if any item cost is greater than Rs 5000/-)