

Booking Formalities:

OFFICE OF THE
JYOTI CHITRABAN (FILM STUDIO) SOCIETY
KAHILIPARA, GUWAHATI-19.

1. Name of the Party/Person with banner
If any (in block letters) :
2. Present Address with Ph. No. :
3. Any liabilities to the Studio if any, mention if. :
4. Name of the Studio equipments/campus
Floor/G.Van/Sound Deptt./Video Deptt. Etc.
required by the hirer. : (a)

(b)

(c)

(d)

(e)

(f)

(g)

(h)

5. Period of which the equipments will be required
for shooting be mentioned item wise :

Call time

Location

6. Name of the Cameramen/Editor /Recordist. :

Dated
Producer/Director

Signature of

N.B. Any cancellation will have to be communicated to the Studio Authority in written 7 days ahead, in case of failure to do so the 50% of the hiring charge will be forfeited.

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FOR OFFICE USE ONLY

1. DEPARTMENT'S COLUMN AVAILABILITY THERE OF :

SOUND/FLOOR/EDITING/CAMERA/LIGHTING

EQUIPMENTS/CAMPUS/GENERATOR VAN etc.

Signature of the In-Charge

2. REMARKS OF THE BOOKING CLEAR :

Total Amount Rs.

Advance Paid Rs.

Balance Rs.

Received Amount Rs. (In cash)
(cheque no

..... dt.
(Rupees

.....

.....

.....

.....)

Signature of the Booking-
clerk

3. FOR CASHIER :

Received a sum of Rs.

.....

.....

(Rupees

.....

.....

.....

.....) only from

.....

..... on account of booking of

..... as
advance/part Payment/Full Payment.

Signature of

Cashier

4. BOOKING CONFIRMED :

R.R. STUDIO/SCORING THE
THEATRE/EDITING/FLOOR/CAMERA/LIGHTING EQUIPMENTS/
CAMPUS/GENERATOR VAN ETC.

Secretary.