



**INTERNATIONAL HOSTELS**  
**ANNA UNIVERSITY, CHENNAI – 600 025.**

**FORM FOR VACATING THE HOSTEL**

Name of the Student : .....Room No. :.....  
 Degree / Programme : .....Semester: .....  
 Vacate on : Date ..... Time .....  
 Address for future contact: .....  
 .....  
 Student's Mobile number: .....  
 Parent's E-mail ID : .....  
 Local Guardian Mobile number: .....

Did you handover all the items given by International Hostels:

- AC Remote
- Room Keys
- Cupboard Keys
- LAN Cable
- Fridge / Oven
- Caution Deposit Form with Inner Page of Bank Pass Book

**Declaration:**

Hereby, I acknowledge and declare that I leave the room without any damages upto the best of my knowledge. If the authorities find any further issues, I accept to pay the damage charges as per the hostel norms.

Signature of the student                      Resident Counselor                      Deputy Warden

Date :

**Office Use:**

Office Staff

Manager



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