

RULES & REGULATIONS FOR BOOKING HALL/AUDITORIUM

- Organizers must obtain the written approval of the Vice-Chancellor or the Deputy Vice-Chancellor (HEPA) or of the HEPA.
- Applicants must use the hall through and a copy of the officer responsible and must be made seven (7) days before the date of the event.
- The use of this council must be at least 50 people.
- Lecture or classroom activities CAN NOT be held in this hall.
- Approval of use are subject to availability.
- Organizers NOT use the speaker system during the azan from Masjid Sultan Badlishah and also from 7.00 to 8.00 pm in order to respect the time of Maghrib.
- Entertainment activities CAN NOT be held on Thursday (evening) and also on days other Islamic greatness.
- The activities held shall not exceed 11.00 pm.
- The organizers must ensure that all equipment is up to normal after the program is completed.
- Organizers are not allowed to paste a banner up mess hall / auditorium,
- The organizers responsible for any property damage, injuries and accidents during the program.
- If the organizers fail to comply with the regulations, Student Accommodation Centre (SAC) has the right to revoke any approval granted.
- Any subsequent application to the hall and auditorium, please contact; (Madam Hazura - 04-928 4158)