

<b>Universiti Tunku Abdul Rahman</b>			
<b>Form Title : Application for Photo Shooting for Alumni</b>			
Form Number : FM-DARP-Adm-002	Rev No: 0	Effective Date: 5 APRIL 2016	Page No: 1 of 1

Name of Applicant: \_\_\_\_\_ IC No: \_\_\_\_\_

Contact No: \_\_\_\_\_ Email Address: \_\_\_\_\_

Faculty/Course: \_\_\_\_\_

Justification: \_\_\_\_\_  
 \_\_\_\_\_

**Details of Photo Shooting:**

Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

(Please state the specific location, e.g: ground floor of Block N, in front of multipurpose hall, etc..)

Number of pax(es) involved: \_\_\_\_\_

Type of Vehicle & Vehicle Plate Number: \_\_\_\_\_

I hereby agree that I fully understand the following terms and conditions of the above application:

- i. One form only can be used for once application.
- ii. Application should be submitted one month before the shooting date.
- iii. Application should be provide with car plate number for security checking.
- iv. This application is for non-commercial purposes.
- v. Application can be used for personal events such as convocations, weddings and engagements **ONLY**.
- vi. This form must be submitted to the Department of Alumni Relations and Placement (DARP).
- vii. The University reserves the right to approve/reject any application without prejudice.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

---

**FOR OFFICE USE**

Received and Verified by:

\_\_\_\_\_  
 Name of DARP Officer-in-charge

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

APPROVED / REJECTED \*

Reason (if rejected): \_\_\_\_\_  
 \_\_\_\_\_