



## NATIONAL INSTITUTE OF TECHNOLOGY MEGHALAYA

### TRANSIT HOUSE REGULATIONS

NIT Meghalaya has created a guest house/ Transit house to meet its needs. The Transit house located at Guwahati at present has 4(four) furnished quarters. It is a facility of the institute, and its tariff is highly subsidized. While all steps are taken to ensure hygiene and comfort, frills such as persons to carry luggage, room service of meals, meals outside designated hours etc have been dispensed with. The Guest House rooms can be booked by the Institute employees as well as other officials of public/government sectors.

**In case of difficulty, guests are advised to contact the following:**

**PIC contact Number: +91-94021-02431**

**Caretaker contact number at Guwahati : +91-70056-52676**

**Email Id: [transit.house@nitm.ac.in](mailto:transit.house@nitm.ac.in)**

### ALLOTMENT RULES

#### 1) Institute Transit House Tariff exclusive of GST (as per rule)

Quarter Tariff [per day]		
SI. No.	NIT Meghalaya Employees	Officials of other organisations (i.e. officials of public/ government sector)
1	Rs. 500/-	Rs.1000/-

#### 2) BOOKING:

- The rooms can be booked by sending the requisition form to the office of the Professor In charge (PIC) through email to the concerned email ID atleast 5(five) days prior to the stay. The requisition form is available in the institute website and the account details are given below:-  
Name: NIT Meghalaya Transit House and Guest House  
Account No.: 101221010000038  
IFSC Code: UBIN0910121  
MICR Code: 793026005
- Booking of room will be confirmed only on receipt of payment (tariff) against the room booking. Transaction receipt may be sent through email to [transit.house@nitm.ac.in](mailto:transit.house@nitm.ac.in).
- The booking charges shall be non-refundable.
- Maximum period for stay in the Transit house shall be 3 days.
- Booking of rooms for Conference /Workshop/Individual academic visitors should be made 30 days in advance and finally confirmed 15 days prior to the date of the Conference/Workshop/Individual guest, on appropriate booking /reservation form.
- Private/Political functions are not permitted in the Transit House.
- Extension of booking will not be automatic. However, it may be considered subject to availability of accommodation and on the request of the Department/ Institution.
- Booking for students shall not be allowed at this moment.



3) Check-in time : 12 noon and Check out time : 11 am

4) GENERAL RULES

- All guests must sign the Guest Register kept with the caretaker before check-in and check-out.
- The responsibility for missing items or breakage of items from the quarter will rest with the guest.
- Cooking in the quarter is not permitted.
- Drinking of alcohol and smoking is strictly prohibited inside the quarter.
- Guest must deposit keys of their quarter with the caretaker before leaving the Transit House.

PIC  
NIT Meghalaya Transit House and Guest House