

INDUSTRIAL VISIT (IV) PROPOSAL FORMAT



Instructions: Fill all fields clearly. Attach required document, quotation, and student list if applicable.

Objective of the Tour: _____

1. Institution Details

- School Name:
- Academic Year:
- VT Name:
- Contact Number:

2. Visit Overview

- Approval Taken from School Head: **Yes/ No**
- Approval Taken from Venue: **Yes/ No**
- Conduction Date:
- Venue / Company Name:
- Complete Address:

3. Participant Details & Financial Estimate

- Total Students:
- Male:
- Female:
- Class:
- Proposed Amount for Transportation: _____ Proposed Amount for refreshment: _____
- Total Amount Proposed:
- Cost Per Student:

4. Transportation

- Mode of Transport:
- No. of Vehicles Required:
- Pickup Point:
- Reporting Time:
- Departure Time:

Signature of the Vocational Teacher

Full Name:

Date: