الجامعة الاسلامية العالمية ماليزيا
INTERNATIONAL ISLAMIC UNIVERSITY MALAYSIA
Garden of Knowledge and Virtue

TAWHIDIC EPISTEMOLOGY LEADING THE WAY **UMMATIC EXCELLENCE LEADING THE WORLD**
KHALĪFAH · AMĀNAH · IQRA' · RAHMATAN LIL-'ĀLAMĪN

PHOTOGRAPHER SERVICES APPLICATION FORM

OFFICE FOR COMMUNICATION, ADVOCACY & PROMOTION(OCAP),
Level 2, Muhamad Abdul-Rauf Building,
International Islamic University Malaysia,
Jalan Gombak, P.O Box 10, 50728 Kuala Lumpur
Tel: 603-6421 4157   Fax: 603 – 6421 4156   E-mail: corporatecomm@iium.edu.my

PLEASE READ BEFORE SUBMIT THE FORM

1. All applications must be submitted to OCAP at least **One week** before the actual event;
2. The application form must be **approved** by Dean/Deputy Dean/Director/Deputy Director/ Assistant Director;
3. Please submit the *soft copy* through e-mail AND hard copy to OCAP;
4. **Please attach** the programme details i.e **Programme Schedule(Compulsory)**
5. Any **incomplete application form will be returned** to the applicant/organizer.
6. Any request for services from OCAP made over the phone without the form will not be entertained.
7. The priority for photographer services is for VVIP (*please refer type of VVIPs*)
8. **Assignment scheduled based on first come first serve basis.**

A. APPLICANT DETAILS

Title of Programme	
Date & Time of Programme	
Venue	
Name of VIP/VVIP & Designation	1. 2. 3.
Contact person & Designation	
Organizer /K/C/D/I/O/M	
Email:	
Office No./HP No.	Fax No.
NOTE:	Please attach the Final Programme (Overall & Opening Ceremony
Approval: ((Dean/DeputyDirector /Director/Deputy Director/Assistant Director of K/C/D/I/O/M) Official Stamp :	I hereby approve the above request: ……………………………………. Name: Date:
OFFICE USE ONLY(OCAP) Approval from Person in-charge: Official Stamp:	1 approve /not approve this application: ……………………………. Date: Officer in-charge

Photographer Assigned;	**Nor Azman Shah Ismail**	**Muhamad Nizam Samsudin**	**Aminuddin Fahmi Abdulah Fadzil**