



# LEMBAGA PENTADBIR MASJID TENTERA DIRAJA

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## APPLICATION FOR USE OF MOSQUE PREMISES (IKTIKAF)

### APPLICANT DETAILS:

Name: \_\_\_\_\_

Work permit no.: \_\_\_\_\_ Contact no.: \_\_\_\_\_

Email address: \_\_\_\_\_ Address: \_\_\_\_\_

Postal code: \_\_\_\_\_

### ARE YOU A REPRESENTATIVE OF ANY ORGANISATION? YES / NO (if yes, please provide details below)

Name of organisation: \_\_\_\_\_ Registration no.: \_\_\_\_\_

Address of organisation: \_\_\_\_\_ Postal code: \_\_\_\_\_

Contact no.: \_\_\_\_\_ Email address: \_\_\_\_\_

Responsible person: \_\_\_\_\_ Contact no.: \_\_\_\_\_

### EVENT/PROGRAM DETAILS:

Date of usage: From \_\_\_\_\_ to \_\_\_\_\_ (Total days: \_\_\_\_\_ )

Time of usage: From \_\_\_\_\_ to \_\_\_\_\_

Details of activities: \_\_\_\_\_

\_\_\_\_\_

Activities leaders/speakers:

No.	Name	Contact no.	Nationality
1			
2			
3			

Signature of Applicant / Date \_\_\_\_\_

Updated: 12/12/2024

### RULES AND REGULATIONS FOR USE OF MOSQUE PREMISES (OVERNIGHT IKTIKAF)

1. Application must be submitted 14 days before the date of usage. The mosque management has the authority to reject any application.
2. Only Islamic teachers or Quranic teachers who are registered under ARS can conduct religious class.
3. All sections in the application form submitted by the applicants must be filled up. Please use "NA" or "NIL" whenever necessary. Application forms not properly filled will not be accepted.
4. Cooking is not allowed in the mosque.
5. All applicants have to ensure their participants have been thoroughly advised to help maintain mosque premises cleanliness and good state of hygiene.
6. Smoking is strictly prohibited in mosque vicinity.
7. Any damage of mosque property during the stay must be reported to the mosque office and be borne by the applicant.
8. All details submitted may be forwarded to the safety authority as and when required.
9. Any change programme/activity will be reported to our staff immediately.

