

**APPLICATION FORM FOR RESERVATION OF ACCOMODATION IN THE HOLIDAY HOME AT \_\_\_\_\_**

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1. Name of the employee :  
2. Emp.no :  
3. Designation :  
4. Office/Shop/Tkt.No :  
5. Group "C" or Group "D" :  
6. Residential address :  
7. Telephone no./mobile no. if any :  
8. Date of holiday home required from : to:  
9. Particulars of family members for whom the holiday home is required (as per pass declaration)

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S.No	Name	Relationship	Age
1.			
2.			
3.			
4.			
5.			

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**Declaration**

10. I hereby declare that
1. I have not been allotted holiday home at ----- in the past one year.
  2. I will not accommodate more than 5 members in the holiday home allotted to me.
  3. The amount towards the rent for allotment may be recovered from my salary.

Signature of the applicant

Date:

11. Forwarded to OS/Labour Welfare.

Date:

Signature of the Supervisory Official

Office seal:

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