



For Office Use:

Status:	Allotted	No Vacant	Rejected
Suit No:			

Southern Railway-Salem Division

APPLICATION FORM FOR RESERVATION OF ACCOMMODATION IN THE HOLIDAY HOME AT UAM/ONR

1. Name of the employee :
2. Employee/PPO/PF/No :
3. Designation :
4. Office/Shop/Tkt No :
5. Group "c" or Group "D" :
6. Residential Address :
7. Contact No :
8. Date for which required :
9. Particulars of family members for whom the Holiday home is required.

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

(Strike out whichever is not applicable)

Declaration

10. I hereby declare that

1. I have not been allotted holiday home at UAM/ONR in the past one year.
2. I will not accommodate more than 5 members in the holiday home allotted to me.
3. I will never misuse the holiday home allotted for me nor create any damage to Railway property.
4. If I desire to cancel the allotment given to me I will intimate to ChOs/Co.ordn/SA 10days in advance.
5. For serving Railway Employee: - I am aware that in case of any deviation in above declaration, DAR action will be initiated against me under DA Rules.
6. For Retired employee:- I am aware that in case of any deviation in above declaration, I will not get any future allotment in holiday home.

Signature of the applicant

Date:

11. Forwarded to ChOS/Co.ordn/SA

Date:

Office seal:

Signature of the supervisory Official