



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/YKD

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 as per FCC 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 10 days 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