



राष्ट्रीय प्रौद्योगिकी संस्थान गोवा
NATIONAL INSTITUTE OF TECHNOLOGY GOA

कुंकोलिम, जिला दक्षिण गोवा, गोवा, पिन-403703
Cuncoim, South Goa District, Goa, Pin-403703

Annexure A

APPLICATION FORM FOR THE ALLOTMENT OF RESIDENTIAL ACCOMMODATION
FROM THE GENERAL POOL

TO BE FILLED BY THE APPLICANT

Please follow instructions given at the end of this form before filling the form. Incomplete Application will not be accepted / processed.

1	Full Name of the Applicant (in Block Letter)	:	
2	Designation and Employee Code	:	
3	Name of the Department/ Section/ Office	:	
4	Contact Number / E-Mail ID	:	
5	Date of Birth	:	
6	Marital Status	:	
7	Category of the employee	:	General / SC / ST / Differently Abled
8	Whether the Applicant was debarred from allotment of Institute's residence?	:	Yes / No _____
9	Whether the Applicant entitled for Rent Free Accommodation?	:	Yes / No _____
10	Present Accommodation	:	
11	Permanent Residential Address	:	
12	Basic Pay with Grade Pay (for 6 CPC) / Pay Matrix Level with Present Basic Pay (for 7 CPC)	:	
13	Date of Joining in service at NIT Goa	:	
	a) In the present position	:	
13	b) First Joining at NIT Goa (If, the present position is different than earlier position)	:	
		:	
14	Date of Retirement on Superannuation	:	
15	Please state, if spouse is employed in NIT Goa. If yes, please provide	:	Yes/No _____
	a) Name of the Spouse	:	
	b) Designation of the Spouse	:	
	c) Department/Center/Office	:	
	d) Accommodation Provided by NIT Goa	:	Yes/No _____

(Please attach relevant documents in proof of Serial no. 9, 12, & 13)



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UNDERTAKING BY THE APPLICANT

- I do hereby declare that I shall abide by the “Residential Accommodation Allotment Regulations” of the Institute, on allotment of the residential accommodation to me.
- I declare that the above details entered in this form are true and correct and if found incorrect at any stage even after allotment of quarter, the allotted quarter may be cancelled. I also undertake that if a quarter is allotted to me then I shall accept the quarter in its present condition and shall shift to the newly allotted quarter within 3 weeks from the date of allocation, failing which the allotted quarter may be cancelled.
- I am aware of the penalties, which can be imposed in the event of the refusal of allotment of accommodation of entitled type or furnishing of false information, subletting / Misuse of the premise under the Residential Accommodation Allotment Regulations ibid.
- If the entitled accommodation as per my Pay Matrix Level is not available, I shall accept/ not accept residential accommodation, which is lower/higher than my entitlement.

Date

Signature of the Applicant

(Countersigned by the Head/ In-charge)

Signature of the HoD / HoS

(To be filled in by the Establishment Office)

1. Date of Continuous Employment of the Applicant in the Institute :
2. Present Level in Pay Matrix / Grade Pay(6 CPC) :
3. Present Basic Pay :

- a) Certified that the Information under Sl. No. 1-12 mentioned by the applicant in his application are verified from the Service Book and are found to be correct/incorrect.
- b) Certified that the applicant has not been debarred from the allotment of the General Pool Accommodation.
- c) Certified that the applicant is entitled / not entitled for rent free accommodation

Dealing Assistant

Supdt. (Establishment)

Assistant Registrar (Establishment)

(Decision of the House Allotment Committee)

Allotted..... Type..... Quarter Number.....

Waitlist Number.....