

GENERAL ADMINISTRATION DEPARTMENT
GOVERNMENT OF MIZORAM



APPLICATION FOR GOVERNMENT QUARTER UNDER GENERAL POOL

Name, Number, Type and Location
of Quarters applied for/preferred if any : _____

Name of Applicant : _____
Permanent Address : _____
Designation : _____
Department/Office : _____
Pay Band & Grade Pay : _____
Date of attaining the Present Grade : _____
Date of posting/joining in the present
Post/station : _____
Date of Superannuation : _____
Phone No. (Mob/landline) : _____

A. Marital Status of the Applicant : _____
if married
(a) Name of spouse : _____
(b) Designation : _____
(c) Office/Department : _____
(d) Regular/Workcharge/Contract/MR : _____

B. Other member (s) of Family residing
with him/her who is/are employed
under the State/Central Government

NAME	DESIGNATION	Office/department	Regular/WC /Contract/MR

- Whether or not applicant has house of his/her own at same station _____
- Whether applicant has previously been allotted quarters (if yes
mention number/location : _____
- Reason for re-allotment : _____

I certify that the above statements are true to the best of my knowledge. _____
(Signature of applicant)

PLACE : _____

DATE : _____



(Certificate to be given by the employer while recommending application for allotment of Government Quarters)

This is to certify that the Pay Level of Shri/Smt. _____
Designation _____ of the office of _____
is _____ with the basic pay of Rs _____.

He/She has not owned a house at the station of posting where the quarters applied for is located.

Also certified that the applicant has been in my office since _____
_____ (date, month & year) without break.

Hence, the application for allotment of Type _____ of Government Quarters is recommended.

1. Signature of Head Department

NAME _____

Designation Seal.

2. Signature of DDO (if different from No. 1)

NAME _____

Designation Seal.

No. _____ Dated _____

To,

The Under Secretary to the Government of Mizoram
General Administration Department.

Note :

1. *Last Pay Certificate to be enclosed with application.*
2. *Application once submitted will be valid for one (1) year from date of receipt of application.*
3. *The form cannot be used or substituted for application for Govt. quarters other than the one applied for.*