

Application for Change of Floor for Residential Accommodation

Property Department

Jamia Millia Islamia

TYPE OF ACCOMMODATION APPLIED FOR

1. Name Emp. Id No.....
2. Designation..... 3. Department.....
4. Date of appointment on regular basis.....
5. Date of Birth..... 6. Date of retirement.....
7. Present Jamia Accommodation Allotted: No. Type.....
Date of possession (with proof)
- If applied for change of floor on medical ground, please attach proof.
8. Mention the preference of floor, if any,
9. i) Present Pay-Scale ₹ _____
ii) Basic Pay ₹ _____
iii) Grade Pay ₹ _____
iv) Dearness Pay/Allowance ₹ _____
10. Date and amount of next increment
(Please attach latest salary slip)
11. Whether married or unmarried
12. i) Type of Jamia accommodation entitled to
According to the salary block.
ii) Total emoluments drawn (as on date).....
13. Do you or your wife/husband dependent(s) own a house within a radius of 20 kms. from Jamia?
If yes, please give the following details.
i) Covered area of the accommodation/house(s)
ii) Address of the House(s)

I hereby: (i) undertake to abide by the Act, Statute, Ordinances, Rules and Conditions that may be prescribed by the Jamia from time to time, and
(ii) certify that the information given above is correct to the best of my knowledge.
(iii) undertake that I do not own a house in my own name or in the name of my spouse or dependant parents/children within a radius of 20 kms. from Jamia.

Date:

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Signature of the applicant

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Remarks of the Head of the Department

Date:

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Signature of the Head of the Department/Office