



Housing Department
Government of West Bengal
1, K. S Roy Road, Kolkata - 700001

e-Allotment of Rental Housing Estate

Form of Application for grant of licence for occupation of Government Premises

Date : Friday 26-07-2024 01:42:34 PM

To
The Competent Authority under the
West Bengal Government Premises
(Regulation of Occupancy) Act, 1984 in respect of RHEs in Kolkata under the Housing Department.

Sir,

I am in the employment of the Government of West Bengal and I hold a specified post under it. I pray that a licence under section 4 of the West Bengal Government Premises (Regulation of Occupancy) Act, 1984 may kindly be granted in my favour for the occupation of the Government premises in Kolkata.

I have read and understood the provisions of the aforesaid Act and I know that I shall have to abide by the terms and conditions mentioned in Schedule I to the Act and such other terms and conditions as may be stipulated by the Competent Authority.

I hereby declare that I do not possess any house/flat/residential accommodation either in my own name or in the name of my spouse or any of the Dependent members of my family within the local limits of Kolkata Corporation within twenty kilometers from my office.

I undertake to declare that I shall vacate the flat if allotted to me, in the event of my transfer from service from Kolkata or suburbs or retirement from service, acquiring a house/flat etc. in my name or in the name of my spouse, whichever is earlier.

I furnish all relevant particulars below for consideration of my application:

Application Details

Application Information	
Application Type	Application for New Allotment
Application No.	NA-24072024-3384
Date of Application	24/07/2024
Applicant Status	Allotted
Applicant Personal Information(According to Service Book)	
Applicant's Name	SMT SWAPNA MONDAL
Father's / Husband's Name	NEW TEST
Permanent Address	KOLKATA, P.O - KOLKATA, KOLKATA, KOLKATA - 700099
Present Address	TEST PRESENT ADDRESS, P.O - NEW POST OFFICE, TEST PRESENT CITY, KOLKATA - 600002
Gender	Female
Date of Birth(According to Service Book)	03/01/1966
Mobile No	9836382778
Email ID	hello.swapna@yahoo.com

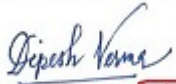
Applicant Official Information	
Employee HRMS ID	1988007282
Designation	TYPIST GRADE I
Office Headquarter	L2-DIRECTORATE/ COMMISSIONERATE
Place of Posting	1, K.S.ROY ROAD, N.S.BUILDING KOLKATA KOLKATA KOLKATA CALCUTTA WEST BENGAL
Pay Band	D (Below Rs 25999/-)
Basic Pay	18140
Date of Joining	14/07/1988
Date of Retirement(According to Service Book)	31/01/2026
Applicant Office Name and Address	
Office Name	HOUSING BUILDING LOAN OFFICE ATTACHED TO HOUSING DEPARTMENT
Office Address	1, K.S.ROY ROAD, N.S.BUILDING KOLKATA KOLKATA KOLKATA CALCUTTA WEST BENGAL, P.O - KOLKATA, KOLKATA, KOLKATA - 700001
Office Phone No.	9836382778
DDO Information	
DDO District	KOLKATA
DDO Designation	REGISTRAR & DDO, HOUSING DEPTT.(A.E.) BR.
DDO Address	
Allotment Reason	General
Flat Type	D

**Recommended & forwarded by
Drawing and Disbursing Officer/Head
of Department/Head of Office with
official seal.**

or

**Digital Signature by
Drawing and Disbursing Officer/
Head of Department/Head of Office**

Yours faithfully,



Example Signature

Signature