



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी  
**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**

**APPLICATION FOR AVAILING EXTENDED TRANSPORT FACILITY**  
**(TO BE SUBMITTED BY THE INSTITUTE EMPLOYEES & R&D STAFF)**

I, Dr./Mr./Ms ..... Designation .....  
DOJ..... Dept./Section/Centre..... do hereby declare that, I am availing  
the transport facilities of the Institute to attend to my duties at the Institute with effect from .....;  
Route No.....

My present residential address is

.....  
.....  
.....

I also understand that I shall have to make a fresh declaration immediately once the above status changes.

\_\_\_\_\_  
**Signature of the Employee**

Date: \_\_\_\_\_

Emp\_No. \_\_\_\_\_

**(FOR OFFICIAL USE)**

Dr./Mr./Ms..... Designation .....  
Dept./Section/Centre..... is using extended transport facility to attend office  
w.e.f. .... as such, an amount of Rs. 400/- may be deducted from his salary as bus fee from  
the month of .....

For approval please.

**ASST. REGISTRAR (ESTB.)**

**Registrar/DoFA**



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी  
**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**

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**APPLICATION FOR AVAILING EXTENDED TRANSPORT FACILITY**

**(TO BE SUBMITTED BY OTHER USERS)**

I, Dr./Mr./Ms ..... Designation .....  
..... Dept./Section/Centre..... do hereby declare that, I am availing the  
transport facilities of the Institute to attend to my duties at the Institute with effect from  
.....;Route No.....

My present residential address is

.....  
.....  
.....

I also understand that I shall have to make a fresh declaration immediately once the above status changes.

\_\_\_\_\_  
**Signature of the Applicant**

Date: \_\_\_\_\_

Emp\_No. \_\_\_\_\_

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**(FOR OFFICIAL USE)**

Dr./Mr./Ms..... Designation .....  
Dept./Section/Centre..... is using extended transport facility to attend office  
w.e.f. .... as such, an amount of Rs. 400/- may be deducted from his salary as bus fee from  
the month of .....

For approval please.

**ASST. REGISTRAR (ESTB.)**

**REGISTRAR/DOFA**



भारतीय प्रौद्योगिकी संस्थान गुवाहाटी  
**INDIAN INSTITUTE OF TECHNOLOGY GUWAHATI**

**APPLICATION FOR AVAILING SHUTTLE TRIP TRANSPORT FACILITY**

**(TO BE SUBMITTED BY THE INSTITUTE EMPLOYEES & OTHERS)**

I, Dr./Mr./Ms ..... Designation .....

DOJ..... Dept./Section/Centre..... do hereby declare that, I am availing

the transport facilities of the Institute to attend to my duties at the Institute with effect from .....,

Route No.....

My present residential address is

.....

.....

.....

I also understand that I shall have to make a fresh declaration immediately once the above status changes.

\_\_\_\_\_  
**Signature of the Employee**

Date: \_\_\_\_\_

Emp\_No. \_\_\_\_\_

**(FOR OFFICIAL USE)**

Dr./Mr./Ms..... Designation .....

Dept./Section/Centre..... is using extended transport facility to attend office

w.e.f. .... as such, an amount of Rs. 300/- may be deducted from his salary as bus fee from

the month of .....

For approval please.

**ASST. REGISTRAR (ESTB.)**

**REGISTRAR /DoFA**