

N.E.Railway

Application for Allotment/Change of Officer Bungalow/Quarter at Gorakhpur

To,
DGM/G,
N.E.R./Gorakhpur.

1.have joined as
(Name of Officer) **(Designation)**

at O/o.....at Gorakhpur w.e.f.
(Department/Workshop) **(Date)**

Please register my name for allotment / Change of suitable bungalow/Quarter of the pool to which I am eligible , in my name atGorakhpur.

(Location of preference - indicate Nil if no preference)

2. I convey/do not convey my willingness for allotment/Change of a bungalow/Quarter of one pool below, in case no vacant accommodation is available in the concerned pool to which I am eligible.

I am aware of the following:-

1. That in case a bungalow/quarter of the same pool to which I am entitled, is allotted to me and I refuse to occupy the same for whatever reasons, my name will be brought to the bottom of the seniority list, for that pool, on that date.
2. That in case a bungalow/quarter is allotted in my name, I shall have to occupy the same within a period on 15 days from the issue of the allotment letter, without waiting for repairs to be done (which I will get done while occupying the bungalow/quarter). Failure to do so will attract recovery of penal rent beyond the expiry of this time limit of 15 days, for the rest house accommodation occupied by me. In addition the normal rent due for the allotted accommodation will also be recovered from my salary.
3. That in case a bungalow/quarter of one pool below is allotted to me, my position in priority list will be maintained till such time an accommodation of my entitlement is allotted in my name.
4. That in the event of my becoming eligible for a higher pool resulting out of promotion, my seniority in the priority lists for the pool before promotion and the pool after promotion will run concurrently.

Place:.....

(Signature)

Date.....

Name:

Designation:

Mobile No.