

FORM - 'B'

## APPLICATION FORM FOR CHANGE OF HOUSE

To

The Director Principal,  
Govt. Medical College,  
Chandigarh.

Sir,

I request for the change of Government house allotted to me. The detailed particulars of the house in occupation and the house required in change are given hereunder :

1. Name of the allottee :
2. Designation :
3. Department :
4. Father's/Husband's Name :
5. Date of birth :
6. Date of retirement :
7. Detail of houses allotted/remained in possession of the allottee, as at Sr. No. 1 above, since his/her joining at Govt. Medical College/Hospital, Chandigarh.

Type of house	House No. and Sector	Allotment order No. and Date	Date of occupation of House
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- a.
- b.
- c.
- d.
- e.

(Detail of all the house allotted to the applicant/allottee, whether occupied or not-should be entered above).

8. Type, No. and Sector of house in occupation at present \_\_\_\_\_

(Please attach photocopy of the allotment order and possession certificate of the said house).

9. Reasons for asking change of the house \_\_\_\_\_  
 \_\_\_\_\_

10. Whether the request is for a particular type, house number and Sector : if yes, give details :

(a) Type of the house \_\_\_\_\_

(b) House No. \_\_\_\_\_ Sector \_\_\_\_\_

(ii) If the request is not for a particular house, then please give the choice of floor, particular, type and sector etc.; if any \_\_\_\_\_  
 \_\_\_\_\_

I certify that the particulars given above by me are true and correct to the best of my knowledge and nothing has been concealed therefrom. I undertake that in case any of the particulars given above are found incorrect in any manner I may be held responsible for the same and the request made by me may be considered as withdrawn and I am liable for disciplinary action for the concealment of the facts.

I also certify that the house is in my personal occupation and no part of it has been let out to any one by me.

• Signature of the applicant,  
 Date \_\_\_\_\_

(Recommendations of the Head of the Department/Office of the allottee)

Office of the \_\_\_\_\_  
 Encorsement No. \_\_\_\_\_ Dated : \_\_\_\_\_

The request of Sh./Smt. \_\_\_\_\_ (Designation) and is working in this office as \_\_\_\_\_ (Designation) and is presently living in Government, House No. \_\_\_\_\_ Sector \_\_\_\_\_ as per record of this office is forwarded in original to the Member, Secretary, House Allotment Committee, Govt. Medical College/Hospital, Chandigarh. It is certified that the licence fee for the said house is being recovered from his/her pay regularly and is being deposited with the Deputy Controller (F&A) Rents, Chandigarh Administration and there are no arrears of licence fee outstanding against the applicant.

2. The reasons for the change of the house given by him/her in the application are justified and as such the request of the applicant is recommended.

Signature of the Head of Department  
 (with seal)