

\_\_\_\_\_ (Unit)  
 \_\_\_\_\_ ( Division)  
 ( please cross this ( X ) in the applicable box )

**REQUEST FOR RESERVATION OF ACCOMMODATION IN TRAINING**  
**SCHOOL HOSTEL, ANUSHAKTINAGAR, MUMBAI-400094**

Ref :

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

Accommodation is requested for :

Name	Designation	Division/Unit

DURATION		
DAYS	FROM	TO

PURPOSE	
OFFICIAL	PERSONAL

Payment will be made by :

\* Details :

Lodging	Individual		Govt.	
Boarding	Individual		Govt.	

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Officer making the request

Telephone No. \_\_\_\_\_

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

Designation : \_\_\_\_\_

To

The Administrative Officer- III,  
 Training School Hostel, BARC, Mumbai- 400094.

- Note :
- Specific type of accommodation(flat-let single A.C Room etc.) can not be Assured, unless advance reservation is made and got confirmed.
  - For obtaining confirmation please send requisition in duplicate so that one copy will be returned duly stamped.
  - If free accommodation is to be provided, a copy of extracts of minutes of TC/TSC or concerned Group Board is to be enclosed.
  - \*4. Please specify purpose of visit clearly under details.

FOR USE IN HOSTEL OFFICER

Flat- let	
Single AC	

Single Room	
Double Room	

Single Room NH	
Trainees Room	