

Requisition Form for allotment of Rooms in PHPA-I Transit Camps and Field/Executive Hostels

Tick appropriate box

Bjimthangkha

☐

Phuentsholing

☐

Siliguri

☐

| | | | |
|---|--------------------------|---|---|
| 1 | Name of Employee | | |
| 2 | Designation | | |
| 3 | Office to which attached | | |
| 4 | Purpose of Visit | Official <input type="checkbox"/> | Personal <input type="checkbox"/> |
| 5 | No. of Rooms Required | | |
| 6 | Dates of Reservation | From | To |
| 7 | Rooms reserved for whom? | a) Self | |
| | | b) Family (Spouse/Children/Parents) | |
| | | c) Others | |

Dated Signature of Applicant
Mobile No.

To

The Jt. Managing Director
PHPA-I, Bjimthangkha

Note:

In case of inability to take possession of the allotted room(s) or cancellation of the reservation, the same should be intimated promptly or at least one day in advance to the following TC In-charges:

Bjimthangkha

Mr. Jamyang, HA
1791 5726
(Voice/WhatsApp)

Phuentsholing

Mr. Ten Gyeltshen, HA
1744 4420
(Voice/WhatsApp)

Siliguri

Mr. Mohan Singh, HC
97350 40284
(Voice/WhatsApp)