

FORM NO. 2

Agreement form for **Occupation Report** of Govt. Quarter
with the Estate Officer, P.W.D.(Bldg.) Dispur.

Passport
size photo

I Shri / Smti
Designation.....in the Department of
to the Government of Assam do hereby taken over the Government Quarter
No..... at IAS Colony, Jawahar Nagar, Khanapara/ Transit Camp,
Khanapara/ HIG Housing Complex, Rukminigaon/ Jawaharnagar Housefed Complex, Tripura Road/ Notboma
Housefed Complex/ Games Village, Sarusajai/ Dispur Capital Complex / Super Market Complex / HUDCO Complex,
Rukmininagar from the Estate Officer, P.W.D. (Bldg.) to the Government of Assam, Dispur, Guwahati-6 on
..... at(AM/PM) and shifted from the Government Quarter
No..... Type in the.....
Colony/ Complex.

Allotment Order No.
Allottee Serial No.....

Discrepancy if any :-

Signature :-
Name of Allottee :-
Designation :-
Date of Birth :-
Address :-
Phone No. :-

For Office Use

I, Sri Kanak Lal Das, Estate Officer, P.W.D. (Building), Dispur, Guwahati-6 handed over the Government
Quarter No..... at IAS Colony, Jawahar Nagar, Khanapara/ Transit Camp, Khanapara/ HIG
Housing Complex, Rukminigaon/ Jawaharnagar Housefed Complex, Tripura Road/ Notboma Housefed Complex/ Games
Village, Sarusajai/ Dispur Capital Complex/ Super Market Complex/ HUDCO Complex, Rukmininagar to
Shri/ Smti
on.....at.....(AM/PM) and the lock & key of the said Quarter is also
handed over to him/ her.

Junior Engineer/ Estate Assistant
O/O the Estate Officer, PWD (Bldg.)
Dispur, Guwahati-6.

Estate Officer, PWD (Bldg.)
Dispur, Guwahati-6.

Memo No. EO.
Copy to:-

Dated Dispur the

1. The Deputy Secretary to the Govt. of Assam, General Administration Deptt., Dispur, Guwahati-6 for favour of kind information and necessary action.
2. The Deputy Secretary to the Govt. of Assam, General Administration (Secretariat Accounts) Department, Dispur, Guwahati-6 for favour of kind information and necessary action. He/ She is requested to deduct House Rent @Rs..... PM and electricity charges @Rs..... PM from the Allottee's pay bill from the date of execution of agreement.
3. Person concerned.

Estate Officer, PWD (Bldg.)
Dispur, Guwahati-6.