

APPLICATION FORM

[To be made by a member of the staff (all categories) for the use of HOLIDAY HOME(s)]

Full Name : _____

Designation : _____

Branch / Office
(Code No.) : _____

Email : _____

Tel. No : _____, Fax No. : _____

Date : _____

To,
The President,
Circle Welfare Committee,
State Bank of India,
Kolkata L.H.O.

Dear Sir,

I shall be glad if you will allot me a room in the Bank's Holiday-cum- convalescent Home situated at _____ for a period of _____ days from ___/___/___ to ___/___/___ or from any date available. The rules have been read by me or have been read to me.

I enclose a D/Draft for Rs.____ (DD No._____, dt.-_____) on CCPC, Kolkata (10391).

1. I shall abide by the rules and bye-laws if any.
2. I declare that I shall pay all dues payable by me.
3. In the event of non-payment of any due by me, I authorize the Bank to recover the same from my salary a/c No. _____
4. Details of the family who will accompany me.

Sr. No.	Name	Relation	Age

Signature of Applicant

Forwarded for consideration of Circle Welfare Committee.

Secretary President
LOCAL IMPLEMENTATION COMMITTEE.
STATE BANK OF INDIA.
_____Branch

Room rent per day --> Sub-Staff : ` 5, Award Staff : ` 10, Sup-Staff : ` 20,
DD to be drawn favouring: SBI Holiday-cum-Convalescent Home – (Name of Holiday Home)