

MAHARSHI DAYANAND UNIVERSITY ROHTAK
GENERAL ADMINISTRATION BRANCH

No. Gen.Admn./G-II/2020/ 2757-2855
Dated: 3.7.2020

To

1. All the Deans & Directors, MDU, Rohtak.
2. All the Heads of the University Teaching Deptts.
3. All A.Rs. / D.Rs. / Incharges of offices/Branches,
M.D. University, Rohtak.

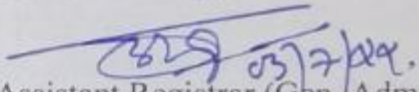
Sub:- Willingness for allotment of Residential Accommodation at the University Campus for the year 2020 (2nd Cycle).

Sir/Madam,

The willingness from the Teaching/Non-Teaching Employees who are desirous of allotment of House on the campus are invited (on the prescribed Performa given overleaf) latest by 21.07.2020, for the July, 2020 (2nd Cycle). *The branch shall prepare seniority list of the applicants and the meeting of House Allotment Committee shall be convened subsequently (subject to availability of vacant houses.)* The allotment will be made as per seniority of the concerned applicant(s) in the entitled category and as per availability of the houses during the year 2020. Further, the employees who have already applied for 1st Cycle of 2020 need not to apply again for 2nd Cycle for the allotment of house. No application / willingness after the stipulated date shall be accepted.

You are, therefore, requested kindly to circulate it and get it noted from all personnel (teachers/non teaching employees of your Depts./offices) for information and necessary action.

Yours faithfully,


Assistant Registrar (Gen. Admn.)
For Registrar

MAHARSHI DAYANAND UNIVERSITY ROHTAK

Dated : _____

To

The Superintendent,
General Admn. Branch,
M.D. University, Rohtak.

Sub: Willingness for Allotment of Residential Accommodation at the University Campus during the year 2020 for 2nd cycle.

Sir,

Reference to D.R.(General) letter No. Gen. Admn/G-II/2020/_____ dated _____ on the subject cited above, I hereby submit my application for Allotment of Residential Accommodation as per my entitlement in the category. My particulars are as under:-

1. Name : _____
2. Contact No. (Mobile No.) : _____
3. Employee No. : _____
4. Father's/Husband's Name : _____
5. Date of Birth : _____
6. Post held : _____
7. Dept. : _____
8. Date of Joining in the Univ. Service : _____
9. Present Pay Scale and Grade Pay : _____
10. Basic Pay : _____
11. If House already allotted by the University, give details : _____
 - A) House No. _____
 - B) Type _____
 - C) Date of Allotment _____
 - D) Date of Possession _____

12. Category Applied : Write clearly in own handwriting in the box given below:-

(Type-I, IA(Old/New), II, IIA, Type-III/Type-III Duplex/Type-III Flats, 9J/9J-Flats, Type-IV)

Please clearly mention the Type of Flat/House

13. Reason for preferential allotment on _____ : _____
Ground Floor (Attach Medical certificate : _____
issued from Competent authority CMO only).

(Signature of the Applicant)

14. Mutual shifting from House No. _____ to House No. _____ and vice versa in the same category.
(In case of mutual shifting both applicants will sign).

1. (Signature with Employee No./Deptt.)

2. (Signature with Employee No./Deptt.)

(Recommended by the HOD/Office Incharge)