FORMAT OF APPLICATION   **Annexure-IV**

1.   Post applied for deputation : ....

2.   Name in full (Block Letters) : ....

3.   Father's / Spouse Name : ....

4.   Date of Birth (dd/mm/yyyy) : ....

5.   Age as on closing date : ....

6.   Category : ....

Affix recent colored Passport Size Photograph

7.   Educational/ Technical qualifications: (In chronological order from matriculation onwards).

S. No.	Name of Course/ Exams passed	University/ Institution/ Board	Duration of the Course	Year of Passing	Main Subjects taken	Subject specialisation	Div/ Class & % of Marks

8.   Service Details:

S. No.	Name of the ministry/ department/ office	Post/ Designation	Pay Level of the matrix attached to the post on substantive basis not by ACP/ MACP/ time bound basis	Period (from – to)	Total period of service	Nature of duties

9.   Any other information (if any): ....

....

....

10.   Detail of Enclosures:

....

....

11.   Declaration:

I Mr./Mrs./Ms.. .... Certify that the forgoing information is correct and complete to the best of my knowledge and belief and nothing has been concealed/ distorted. If at any time I am found to have concealed/ distorted any material information, my appointment on deputation shall be liable to be summarily terminated without notice/ compensation.

Place: ....

Date: ....

<div align="right">(Signature of Candidate)</div>

(FOR USE OF FORWARDING OFFICE)

It is certified that the details given by the applicant as above are correct as per the records.

<div align="right">

(Signature of the forwarding Officer)

Name: ....

Designation: ....

Seal of the Office: ....

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