

**V.O.CHIDAMBARANAR PORT TRUST
GENERAL ADMINISTRATION DEPARTMENT
QUARTERS SECTION**

ALLOTMENT OF QUARTERS

Sl. No.	Description	Details
1	Name of the Allottee	
	Category	Port/Non Port/Apprentice
	Others	
	Designation	
	Employee No.	
	Allotment No.	
2	Type of Quarters & No.	
3	Date of Allotment order and No. issued	
4	Date of Occupation	
5	Date on which key is taken over from Maintenance Division by the Allottee	

Note: The date mentioned at Sl.No.5 shall be considered as date for all purpose of outstanding.

Taken Over

Handed Over

Signature of the Allottee with date

AEE/AE/Mtc. Division with date

To

The Secretary,
General Admin. Deptt. VOCPT.