



12. Date of Appointment

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13. Date of Retirement

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14. Correspondence Address

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15. Permanent Address:

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16. To be filled up by retired employees/spouse of deceased railway employees:

- (i) Name of retired/deceased railway employee:  
(With designation and department)
- (ii) Pension Payment Order No:  
(Copy to be enclosed)

17. Details of IRWO Property held at present by self/spouse/dependent children of applicant.

| S. No | Details of IRWO Property<br>(name of Housing Scheme) | Type | Dwelling Units No. | Remarks |
|-------|------------------------------------------------------|------|--------------------|---------|
|       |                                                      |      |                    |         |
|       |                                                      |      |                    |         |
|       |                                                      |      |                    |         |

18. Details of IRWO Property held at present by co-applicant.

| S. No | Details of IRWO Property<br>(name of Housing Scheme) | Type | Dwelling Units No. | Remarks |
|-------|------------------------------------------------------|------|--------------------|---------|
|       |                                                      |      |                    |         |
|       |                                                      |      |                    |         |
|       |                                                      |      |                    |         |

**19. Details of Co-Applicant's**

(i). Co-applicant's Name & relationship \_\_\_\_\_

(ii). Co-applicant's Aadhar No.....

(iii). Co-applicant's PAN Number.....

20. Type of dwelling unit required: \_\_\_\_\_

21. Booking Money Payable \_\_\_\_\_

22. Membership Fee (**only for IRWO Non-member**) \_\_\_\_\_

23. Amount paid earlier, if any \_\_\_\_\_

24. Net Amount payable (Sl. No 21+22-23) \_\_\_\_\_

25. Bank Draft /Banker's Cheque No & Date \_\_\_\_\_

26. Name of the Bank & Branch \_\_\_\_\_

We hereby declare that the particulars given in the application form are correct and we have not willfully suppressed any material information. We understand that we will be disqualified from Booking / Allotment of dwelling unit, if at any time any of the said particulars are found to be incorrect.

We also undertake to abide by all rules and instructions that may be issued from time to time by Indian Railway welfare Organisation (IRWO). We have read the information in this Brochure, IRWO General Rules and fully understood the contents.

Signature of Co- Applicant \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Place: \_\_\_\_\_

Date: \_\_\_\_\_

Countersigned  
(With seal)

**\*\*Please read 'Instructions' regarding the competent authority for countersignature**

**Indian Railway Welfare Organisation**  
**RAIL VIHAR KOTA (4th REOPENED SCHEME)**  
 (To be submitted along with Application form for booking)  
 RAIL VIHAR KOTA (4th Reopened Scheme)

Name of applicant.....

Membership No.....

|                         |                            |
|-------------------------|----------------------------|
| Photograph<br>Applicant | Photograph<br>Co-applicant |
|-------------------------|----------------------------|

Details of Family Members including dependents (as per pass rules) of the applicant.

| S No | Name | Male/Female | Age | Relationship |
|------|------|-------------|-----|--------------|
|      |      |             |     | Self         |
|      |      |             |     |              |
|      |      |             |     |              |
|      |      |             |     |              |
|      |      |             |     |              |

**Signature of Applicant**

**Signature of Co-applicant**

**Countersignature of Controlling/ Personnel Officer**

**Note:** Photographs of self and co-applicant affixed are to be attested by Controlling / Gazetted Officer.

## INSTRUCTIONS

1. The original application should be counter signed by:-
    - i) For serving employees in Railway/Railways PSUs - Controlling Officer
    - ii) For senior serving railway officers who themselves are controlling officers - Chief Personnel Officer
    - iii) For retired railway employees/spouses of deceased railway employees - Any Railway Gazetted Officer
    - iv) For employees of IRWO - Personnel Officer
  2. Application Form must be filled in block letters in English and signed by the Applicant.
  3. All Bank Drafts or Banker's Cheques accompanying the application should be crossed a/c payee only, drawn in favour of "IRWO, payable at New Delhi". No cash or cheque will be accepted.
  4. Application Form along with Demand Draft should be sent to the Managing Director, IRWO, Railway Office Complex, Shivaji Bridge (Behind Shankar Market), New Delhi- 110001 by Registered post or delivered in Person.
  5. The applicant must enter his/her Membership No. in the Application form. The applicant should also quote the Scheme Registration No of the scheme, once allotted to him, in all future correspondence.
  6. Non-IRWO members should also submit Membership application in Annexure A-1 along with Booking Application Form in Annexure B-1.
  7. Applicants must submit self attested copy each of PAN Card & Aadhar Card.
  8. Any change in Mailing Address should be immediately intimated to IRWO Office.
  9. Incomplete /invalid /illegible applications are likely to be rejected. No Correspondence in this regard shall be entertained.
  10. Applicants must give a 'Permanent Address' at which they may be contacted even after transfer or retirement.
  11. Spouse of a deceased railway employee should give name, designation and department of his/her late husband/wife and attach a copy of Pension Payment Order (PPO).
  12. IRWO General Rules (available at IRWO website: <http://www.irwo.net>) may be consulted for IRWO rules.
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**RAIL VIHAR KOTA (4th REOPENED) SCHEME**

**(For office use only)**

**ACKNOWLEDGEMENT**

Received from .....Membership Number .....  
Address.....  
..... Application Form for Booking of DU  
in KOTA Group Housing Scheme along with Booking Money and membership fee (*for Non-IRWO  
members*) of Rs ..... vide Bank Draft/Cheque No ..... Dated  
.....Drawn on Bank ..... Branch .....

for Indian Railway Welfare Organization

***(Acknowledgement portion to be detached and sent to the applicant. No separate letter/receipt will  
be sent in confirmation of receipt of Booking Application).***

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From:

Indian Railway Welfare Organization,  
Railway Office Complex,  
Shivaji Bridge (Behind Shankar Market),  
New Delhi – 110001.

To:

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***(In the printed version, this portion is to be printed on the reverse of 'Acknowledgement')***