



## PROFORMA OF ID CARD

**Affix a latest  
Photograph**

<u>EMPLOYEE - ID</u> As per Pay Slip (Attach a copy of Pay Slip)			
Name			
Designation			
College / Department			
Office Address / Work Place			
Residential Address			
Date of Birth			
Date of Joining			
Residence/Mobile Phone			
Office Phone No.			
E-mail			
Signature			
Forwarded for Issue of Identity Card			
Office Seal	AUTHORISED SIGNATORY		
For Office Use Only			
Paid Rs.40/- on	Dt. ___/___/200	Signature of the Official	
Card Id generated:			
Date of Issue of ID Card:			
<b>RECEIPT</b>			
Received the Identity Card			
Date:	Signature of Receiver		

SPECIMEN SIGNATURE IN BLACK SKETCH PEN FOR SCANNING PURPOSE ONLY