

OFFICE OF THE PRINCIPAL ACCOUNTANT GENERAL
(AUDIT-I), WEST BENGAL,
TREASURY BUILDINGS, KOLKATA-700 001

Application seeking "Identity Certificate/ No Objection Certificate" to obtain Passport/Visa for visiting Foreign Countries
(applicable only for the employees of this office).

1. Name & Designation :
2. Countries to be visited :
3. Purpose of visit :
4. (a) Passport No. :
(b) Place & date of issue :
(c) Valid up to :
5. Estimated Expenditure :
(a) On passage :
(b) For stay abroad :
(c) Amount of Foreign Exchange in US \$ drawn or :
convert for purpose of this journey
6. i) Source from which the expenditure on passage are :
being incurred by the Govt servant with
documentary proof thereof.
ii) Source from which the expenditures on stay :
abroad are to be incurred by the Govt. Servant
with documentary proof.
iii) If expenditure is borne by the third party amount :
one documentary proof thereof (i.e. sponsorship,
pre-paid ticket-advice(PTA)
7. (a) Tentative date of outward journey :
(b) Tentative date of Return journey with copy of :
date of Return Ticket, if any.
8. Probable period of stay in Foreign countries :
9. Copy of the Invitation letter which he will be :
producing to Embassy for visa purpose.
10. Full postal residential address of the persons with :
whom the Govt. servant will stay abroad with name,
age & relationship.
(a) Please give proof of address :
(b) Name of employee :
(c) Please mention profession/avocation in case of :
self employed persons/relative
(d) Telephone Nos. of the persons :
(e) Office address and E-Mail address of the :
persons/relative

11. Whether handles cash or secret documents :
12. i) Have you ever been kept under detention? :
- ii) Have you ever been arrested? :
- iii) Have you ever been prosecuted i.e. has a charge sheet in a criminal case being filed against you by any court of law? :
- iv) Has any case pending against you in any court of law? :
- v) Have you ever been convicted by court of law in past or at the time of filling the form? :
13. Whether applied for leave, if so, the nature & period of leave :
14. Date of last Visit, if any :
- (a) Name of country & place of visit/stay :
15. A declaration to the effect that his/her activities in the foreign countries will not be subversive to the National Integrity of India. :

Signature

Name:

Section to which attached :

Note: - While recommending the case the leave sanctioning authority shall specify that there may not be any objection in granting leave for his/her proposed visit, when applied for.

Forwarded & recommended

Group Officer

✓2

ANNEXURE 'C'

AFFIDAVIT

(To be executed on appropriate non-judicial stamp paper and
attested by a Notary Public)

(One original and one self-attested photocopy)

I, (name), _____ son / wife of _____, residing at
_____ Date of Birth : _____, being
an applicant for issue of passport, do hereby solemnly affirm and state as
follows:

1. That I am continuously resident at the above mentioned address from
_____.
2. I have read the provisions of Section 6 (2) of the Indian Passport Act.
1967 and certify that these are not attracted in my case.

Place:

Date:

DEPONENT

VERIFICATION

Verified on ----- (date) at ----- (place) that the contents of the above
mentioned affidavit are true and correct and nothing material has been concealed.

DEPONENT

4

ANNEXURE 'D'

(For family members)

AFFIDAVIT

(To be executed on appropriate non-judicial stamp paper and
attested by a Notary Public)

(One original and one self-attested photocopy)

I, (name), _____ son / wife of _____, residing at
_____ Date of Birth : _____, do
hereby solemnly affirm and state as follows:

1. Shri / Smt. / Kumari _____ is my
_____ and is dependent on me; He / She is applying for the issue of an
ordinary passport to the Regional Passport Officer _____

2. I have read the provisions of Section 6 (2) of the Indian Passport Act.,
1967 and certify that these are not attracted in the case of Shri / Smt. / Kimari
_____, who is applying for the issue of an ordinary
passport.

Place:

Date:

DEPONENT

VERIFICATION

Verified on ----- (date) at ----- (place) that the contents of the above
mentioned affidavit are true and correct and nothing material has been concealed.

DEPONENT