

No.D.E.18 (Revised)

(To be filled in by the applicant and sent separately to the Directorate of Estates and MEA Hostels in duplicate before the anticipated date of superannuation).

Shri/Smt. _____
(Permanent Address)

To,
Directorate of Estates,
Nirman Bhawan, New Delhi.

E.A. Hostel (Old),
K.G. Marg, New Delhi.

E.A. Hostel (Old),
Gole Market, New Delhi.

Accommodation Occupies (Since 01.03.66)

Sl. No	Particulars of Accommodation	Period of occupation		Office in which employed with duration
		<u>From</u>	<u>To</u>	

2. Date of retirement/resignation etc. _____
3. Last emoluments (PM) as under FR (45-c) _____
4. Whether stood surety for any govt. servant? _____
If so, full details

Applicant's Signature

TO BE FILLED IN BY THE APPLICATN'S OFFICE ONLY

No. _____ Dated _____
Forwarded to the Directorate of Estates

Administrative Officer (SE-I)

No.Q/SE-I/8600/NDC/
GOVERNMENT OF INDIA
(SE-I SECTION)

New Delhi, dated_____

**Subject: Issue of 'No Demand Certificate' in respect of Government/Hostel
Accommodation.**

1. We are forwarding to you six copies of the 'No Demand Certificate' forms (No. D.E. 18) and two Declaration forms to be filled in by you in order to obtain clearance from the Directorate of Estates and the Ministry of External Affairs Hostels.
2. In case you have not been allotted any accommodation either from Directorate of Estates of Ministry of External Affairs Hostels, then only Declaration forms are to be filled in and signature attested by a Gazetted Officer.
3. Please note that separate forms, in duplicate have to be filled in for the Directorate of Estates and the Ministry of External Affairs Hostels (New/Old).
4. All forms, dully filled in and completed in all respects, may please be sent to SE-I Section immediately to avoid delay in settling your terminal benefits.

Administrative Officer (SE-I)

Shri/Smt./Km._____

