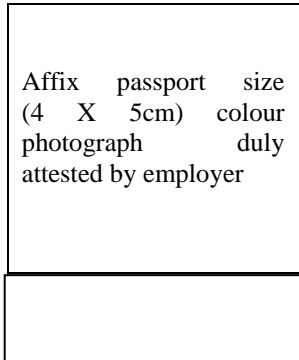


**APPLICATION FORM FOR ISSUING ENTRY PERMIT CARD TO OUTSOURCE/CONTRACTOR STAFF**  
**(PERSONAL DATA FORM)**

1. Name in capital letters .....
2. S/O, W/O, D/O .....
3. Name of Agency .....
4. Designation .....
5. Specimen Signature/Thumb impression :
6. Current Address: .....  
..... (Contact no with code) .....
7. Permanent Address: .....  
.....
8. Date of Birth: ..... 9. ID Proof: ..... 10. ID Proof No: .....
11. Identification Mark ..... 12. Blood Group.....
13. Valid for (Mention 10 Stations only) .....
14. Reason for Apply (Tick Appropriate options mentioned below).
  - a) Fresh Application.
  - b) After expiry of Entry Permit Card , ID No. of Previous card \_\_\_\_\_.
  - c) Card Damage.
  - d) Card Lost.
  - e) Correction in card (eg: Spelling Mistakes).



15. I certify that the above person is on payroll of our organisation. The particulars given are correct and the applicant essentially needs Entry Permit Card in order to perform his/her duty.

**(Signature of Employer)**  
**with Seal**

**Name:**  
**Designation:**

**(Authorised Signatory from DMRC)**  
**with Seal**

**Name:**  
**Designation:**

**Instruction to be followed while applying:-**

1. In case of Reason 14(b) & (e), attach photocopy of present Entry Permit Card.
2. In case of Change in designation, attached concerned letter.
3. In case of Damage Card, Damaged card to be enclosed.
4. In case of Loss of Entry Permit Card, a copy of FIR to be enclosed.

----- **For Office use only** -----

C&A verification form Submitted (Yes/No) \_\_\_\_\_.

If yes, then verified by \_\_\_\_\_.

Approved \_\_\_\_\_ Colour Entry Permit Card valid upto \_\_\_\_\_.

**(Signature of Issuing Authority with date)**

**DELHI METRO RAIL CORPORATION, FIRE BRIGADE LANE, BARAKHAMBA ROAD, NEW DELHI**  
**FORM FOR VERIFICATION OF CONTRACTOR/EMPLOYER**

1. Name of applicant (Initials not allowed )  
Last Name ..... First Name.....
2. If you have ever changed your name, please indicate the previous name(s) in full  
.....
3. Sex (Male/Female) .....
4. Date of Birth.....
5. Place of Birth: Village/Town .....  
District ..... State and Country.....
6. Father's Full Name/legal Guardian's Full Name(including surname, if any):  
(initials not allowed).....
7. Mother's Full Name(including surname, if any): (Initials not allowed)  
.....
8. If Married, Full Name of Spouse (including surname, if any) : (initials not allowed)  
.....
9. Present Residential Address, Including Street No./police Station, Village and District (with PIN Code)  
.....  
.....  
..... Tel.No.....
10. Please give the date since residing at the above mentioned address: DDMMYY  
.....
11. Permanent Address Including Street No./police Station, Village and District (with PIN Code)  
.....  
.....  
..... Tel.No.....
12. If you have not resided at the address given in column (9) continuously for the last 5 years, please furnish the other address (addresses) with duration(s) resided. You should furnish additional photocopies of this form for each additional place of stay during the last five years. Forms may be photocopied, but photograph and signature in original are required on each form.  
From..... to..... From..... to.....
13. In case of stay abroad particularly of all places where you have resided for more than one year after attaining the age on twenty-one years.  
.....
14. Other Details:
  - a. Education Qualification.
  - b. Previous positions held if any along with name, address of employers:
  - c. Reason for leaving last employment:
  - d. Visible Distinguishing Mark.
15. Did you earlier operated any other Manpower Outsourcing Agency or were its partner, majority share holder or Director? If yes then furnish the name, address of Agency and its license particulars.
16. Are you a citizen of India by: Birth/Descent/Registration/Naturalisation: if you have ever possessed any other Citizenship, please indicate previous citizenship  
.....
17. Have you at any time being convicted by a court in India for any criminal offence and sentenced to imprisonment? If so, give name of the court, case number and offence(Attach copy of judgement).....
18. Are any criminal proceedings pending against you before a court in India? If so, give name of court, case number and offence  
.....
19. Self-Declaration:  
The Information given by me in this form and enclosures is true and i am solely responsible for the accuracy,

(Signature/Thumb Impression of applicant)

Date.....  
Place.....

20. Enclosures:

.....

(Signature/Thumb Impression of applicant)

**(\*Left hand Thumb impression of Male and Right Hand Thumb impression if Female)**

-----For Office Use Only-----

File No.....

Date of issue of C&A report.....

Name of Police Station.....

Name of police District.....

**\*Note:** Not required of already registered with BCAS/Home Dept. GNCT. Please provide the copy of the approval from BCAS/GNCT.

**DELHI METRO RAIL CORPORATION, FIRE BRIGADE LANE, BARAKHAMBA ROAD, NEW DELHI  
(CHARACTER AND ANTECEDENT VERIFICATION FORM FOR OUTSOURCED/CONTRACTORS STAFF)**

Name Of Employer Agency: .....

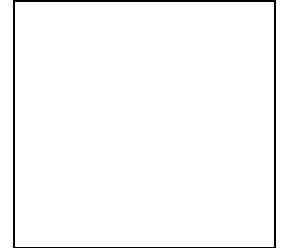
Nature Of Job Offered: .....

Referred for employment by Sh/Smt/Ms .....

R/O .....Tel.No.....

Details of candidate:

1. Name : .....
2. S/o, D/o, W/o : .....
3. Date of Birth : ..... BG..... Mb.No .....
4. ESI NO ..... EPF NO .....
5. Category : Unskilled/Semi Skilled/Skilled/Highly Skilled.
6. Educational Qualification:



EXAMINATION PASSED	YEAR	NAME OF SCHOOL/COLLEGE WITH FULL ADDRESS
8th		
10th		
12th		
Graduation		
Any other		

Documents Attached: .....

7. Present Address: .....

Police Station..... Distt..... State.....

Pin..... Tel. No..... Landmark.....

Documents Attached: .....

8. Permanent Address.....

Distt..... State ..... Pin.....

Tel. No..... Landmark.....

Documents Attached: .....

9. Nationality: ..... Religion.....

10. Identification Marks: i) .....

ii).....

11. Adhaar Card No.....

12. Particulars of the place with period of residence where you have resided during the preceding two years:-

PERIOD		ADDRESS IN FULL WITH P.S. AND DISTT.
FROM	TO	

13. Details of previous employment :

PERIOD	DESIGNATION	NAME & ADDRESS OF EMPLOYER	NATURE OF EMPLOYMENT	REASON FOR LEAVING

14. Have you ever been Involved /Arrested/Convicted in any criminal case? (YES/NO).

If yes, give details: FIR No .....U/S.....  
 Police Station .....District.....State.....

15. REFERENCES:-

**Certificate of residence from two responsible persons of the locality of present Address.**

(Also attach photocopy of residence proof or photo I-Card of these persons)

It is certified that Sh./ Smt./ Ms. ....  
 S/o. W/o. D/o Sh. ....bears a good moral character and has been residing at  
 .....for the last..... Years.

Name and Address

Signature & Telephone No.

1. ....  
 .....  
 .....
2. ....  
 .....

- .....  
 .....  
 .....

It is certified that the above information is correct and complete to the best of my knowledge and belief. I am not aware of any circumstances which might impair my fitness for issue of PIC for metro station/Depot/RSS/office entry.

Counter Signature of  
 Employer/Authorized Signatory with stamp

(Signature of Applicant)  
 Date & place:  
 Telephone nos.

**Note: Document to be attached (copy of any two for present as well as permanent address):**

Aadhar card, voter ID card, Driving license, Passport, Tenant Verification Report (Local Police), Bank Passbook, Electricity Bill, Landline telephone bill, any photo ID issued by Govt. Except Ration Card.