## APPLICATION FOR LEAVE

3. Pay	1.	Name	2.	Designation		
5. HRA, Conveyance Allowances or other Compensatory Allowances or other Compensatory Allowances drawn in the post  7. Nature and Period  8. Sunday and Holidays, if any, proposed to be prefixed/ suffixed to leave  9. Purpose	3.	Pay	4.			
7. Nature and Period 8. Sunday and Holidays, if any, of leave proposed to be prefixed/ suffixed to leave 9. Purpose. 10. Certified that either I or my family member(s) would continue to reside at Chandigarh during the above period of my leave.  Manager(Form) Signature of Applicant Haryana, Panchkula The leave applied for is due to the applicant and may be sanctioned as per D/F.A/ (Fair). Entries into Service Book have been made, which may please be attested.  2. Certified that the official would have continued of officiate as had he not proceeded on leave for this period.  B.C./B.A. H.A. Accounts Officer  OFFICE ORDER  No. /Accounts Dated: Shri is hereby granted Earned/Half pay/Commuted leave from with permission to prefix and suffix holidays. Certified that the official would have continued of officiate as but for his proceeding on leave for the above period.  Accounts Officer, Printing & Stationery Department, Haryana, Chandigarh /Accounts Dated A copy is forwarded to Branch Officer/B.C./Official concerned/Time-Keeper for	5.	HRA, Conveyance Allowances or other Compensatory Allowances	6.	Address while on leave		
7. Nature and Period of leave proposed to be prefixed/ suffixed to leave suffixed at Chandigarh during the above period of my leave.  Manager(Form) Printing and Stationery Department Haryana, Panchkula The leave applied for is due to the applicant and may be sanctioned as per D/F.A/ (Fair). Entries into Service Book have been made, which may please be attested.  2. Certified that the official would have continued of officiate as shad he not proceeded on leave for this period.  B.C./B.A. H.A. Accounts Officer  OFFICE ORDER  /Accounts Dated:  Shri is hereby granted Earned/Half pay/Commuted leave from to with permission to prefix and suffix holidays.  Certified that the official would have continued of officiate as but for his proceeding on leave for the above period.  Accounts Officer, Printing & Stationery Department, Haryana, Chandigarh /Accounts Dated Acounts Dated Acounts Dated Acounts Dated		drawn in the post				
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Printing and Stationery Department Haryana, Panchkula  The leave applied for is due to the applicant and may be sanctioned as per D/F.A/ (Fair). Entries into Service Book have been made, which may please be attested.  Certified that the official would have continued of officiate as	11.	Remarks		at Chandigarh during the above		
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Accounts Officer,
Printing & Stationery Department