



त्रिपुरा विश्वविद्यालय
TRIPURA UNIVERSITY
(A Central University)
Suryamaninagar.799022

To
The Registrar
Tripura University.
Suryamaninagar. 799022

Subject: Request for issuing of New/Duplicate/Renewal of Identity Card.

Sir,

I hereby submit my personal details in the given proforma a below for issuance/renewal of Identity card.

Pleased fill all the details in Capital Letters

Name	
Father's/Husband's name	
Designation	
Samarth EMP Code (for Regular Employees)	
Date of birth	
Sex	
Nationality	
Department/Branch/Centre	
Religion	
Marital status	
Blood group	
Identification mark	
Address/as recorded in the Service Book)	
	State: Pin:
Mobile Number	
Emergency contact number	
University email ID	

Date:

Full Signature of the Employee

In case of Loss of ID card copy of **GD entry** at the nearest Police station & the counterfoil of fee (Rs.50/-) deposited in the SBI account through challan has to be enclosed with this application for issuance of duplicate ID card.

Sig. with office seal of the Head of Department/ Branch/Centre.