

FORM FOR ISSUANCE OF GATE PASS OF MAID / SERVICE PROVIDER

DETAILS OF MAID/SERVICE PROVIDER

1. NAMEAGE.....
2. LOCAL ADDRESS.....
.....
3. PERMANENT ADDRESS.....
.....
4. SIGNATURE / THUMB IMPRESSION.....
5. CONTACT NO

PHOTOGRAPH OF
THE MAID
SERVANT/ SERVICE
PROVIDER , DULY
VERIFIED BY THE
OWNER/TENANT TO
BE AFFIXED IN THIS
SPACE

DETAILS OF RECOMMENDING OWNER / TENANT

1. NAME.....
2. OWNER/TENANT.....
3. FLAT NO.....
4. POCKET NO.....
5. CONTACT NO.....
6. SIGNATURE
7. DATE.....

NOTE:

- a. Two passport size photographs of the maid/service provider are required for issue of the Gate Pass. Out of these two, one photograph should be duly verified by the flat owner/tenant while the other one should be attached with this form.
- b. A nominal charge of Rs.100/- of New Maid Pass and Rs. 25/- of Renew Maid Pass is to be paid to the AOA for issue Pass and Rs.200/- for other Service Provider (charges to be paid at the time of submitting the form).
- c. The maid/service provider can enter into the KV II Complex from Gate No. 1 only.
- d. The Gate Pass issued has to be shown at the Gate for gaining entry into KV-II Complex.
- e. The Maid Servant / Service Provider should leave the KV-II complex immediately after completion of work.
- f. If Maid Servant/Service Provider is found loitering in the complex, her/his Gate Pass will be cancelled.
- g. On completion/termination of their services by Owner/Tenant, the owner/tenant responsible for issuance of Gate Pass. Gate Pass should ensure that the Gate pass is surrendered in the AOA Office.
- h. Minimum Age limit of maid/service provider for issue of Gate Pass to her/him is 18 years.

UNDERTAKING

I Resident of Flat No.
A / B / C / C1.....PocketKendriya Vihar-II, Sector 82, NOIDA,
hereby certify that I have employed Ms./Mr. as Maid
Servant/Service Provider in my residence.

She / He bears a good moral character and I recommend for issue/renewal
of Gate Pass to her/him. Her/his old Gate Pass No. is..... I also certify
that her/his age is greater than 18 years.

(Signature with date)

MAID

COOK

DRIVER

MILK MAN

PRESS MAN

CAR WASHER

DRY CLEANING

WATER SUPPLIER

NEWS PAPER DISTRIBUTOR

OTHERS