



Card No. _____

GURU NANAK DEV UNIVERSITY, AMRITSAR (Public Relations Department)

Particulars Verification Form for Smart Identity Card

1. Service (Regular/Retired) : _____
2. Name of Employee : _____
3. Designation : _____
4. Department : _____
5. D.O.B. : _____
6. Father's Name : _____
7. Validity of the Card : _____
(Date of Retirement)
8. Permanent Address : _____

9. Employee Code : _____
10. Blood Group : _____
11. PAN : _____
12. Driving License No. : _____
13. Contact No. : _____
(In case of Emergency) : _____
14. P.P.O. No. (if Retired) : _____
15. Attach your old I card with form (if lost, attach FIR photocopy) : _____
16. Card Fee Rs. 100/-, Receipt No. _____, Date: _____
17. If ID card never issued:

Affix here
Attested
Photograph

Sign

Certified that I, _____, have never been issued any identity card by the Public Relations Department till date.

SIGNATURE

I certify that the particulars mentioned above are as per the facts and true and I will be liable for any wrong information given in this form.

(Signature of the Applicant)

Head of the Department/Branch

For
Establishment.
Branch

Checked & Verified Sr. No. 1 to 8
Clerk / Sr. Asstt.
Superintendent
DR/AR (Establishment)

The following documents may please be attached with this form:-

1. The salary slip showing the employee code.
2. Self attested copy of PAN Card & Driving License
3. Deposit Rs. 100/- at the cash counter of the University (for per Smart Card fee).
4. Old Identity Card or FIR (If Lost)
5. 6. Copy of P.P.O. (If retired)
6. Appointment letter (If newly appointed)
7. Email the Soft copy of Photograph and Signature at prosmartcard@gmail.com.

Director PR

Professor-Incharge (Public Relations)

Please Note: Timings for Identity Card - 10:00 to 12:00 am



Card No. _____

GURU NANAK DEV UNIVERSITY, AMRITSAR

(Public Relations Department)

Particulars Verification Form for Identity Card

1. **Service** (Regular / Retired/) : _____
2. **Name of Employee** : _____
3. **Designation** : _____ (Regular / Retired)
4. **Department** : _____
5. **D.O.B.** : _____
6. **Validity of the Card** : _____
(Date of Retirement)
7. **Father's Name** : _____
8. **Address** : _____

9. **Attach your old I card with form** (if lost, attach FIR photocopy) : _____

Affix here
Attested
Photograph and
attached one
unattested
Photograph

10. **If ID card never issued:**

Certified that I, _____, have never been issued any identity card by the Public Relations Department till date.
SIGNATURE

I certify that the particulars mentioned above are as per the facts and true and I will be liable for any wrong information given in this form.

(Signature of the Applicant)

Head of the Department/Branch

For
Establishment.
Branch

Checked & Verified

Clerk / Sr. Asstt.

Superintendent

DR/AR (Establishment)

Director PR

P.I. (Public Relations)

Please Note: Timings for ID Card - 10:00 am to 11:00 noon

GURU NANAK DEV UNIVERSITY, AMRITSAR

(Public Relations Department)

Particulars Verification Form for Identity Card

1. Service (Contract/Adhoc.....): _____
2. Name of Employee : _____
3. Designation : _____ (Contract/Adhoc/.....)
4. Department : _____
5. D.O.B. : _____
6. Father's Name : _____
7. Validity of the Card : _____
(Service Up to)
8. Address : _____

9. Attach your old I card with
form (if lost, attach FIR photocopy) : _____

Affix here
Attested
Photograph and
attached one
unattested
Photograph

10. If ID card never issued:

*Certified that I, _____, have never
been issued any identity card by the Public Relations
Department till date.*

SIGNATURE

I certify that the particulars mentioned above are as per the facts and true and I will be liable for any wrong information given in this form.

(Signature of the Applicant)

Head of the Department/Branch

For
Establishment.
Branch

Checked & Verified

Clerk / Sr. Asstt.

Superintendent

DR/AR (Establishment)

Director PR

P.I. (Public Relations)