

FORM-I

APPLICATION FOR LEAVE OR EXTENSION OF LEAVE
GOVERNMENT OF SIKKIM
(SIKKIM)

(For use by the Government servant applying for leave)

- 1) Name of the Applicant :
 - 2) Designation :
 - 3) Department :
 - 4) Nature and period of leave applied for with date :
 - 5) Sunday's and holiday's, if any proposed to be prefixed or suffixed to leave :
 - 6) Grounds on which leave is applied for :
 - 7) Date of return from last leave :
 - 8) Whether Medical Certificate is enclosed in case the leave is on Medical ground :
 - 9) Address during leave period :
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To,

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(Signature of the Applicant) with date

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(FOR USE BY THE SANCTIONING/RECOMMENDING AUTHORITY)

Dated Signature (with designation)

DKP/.....