



APPLICATION FORM FOR BOOKING OF HOLIDAY HOME
(Annexure-A to e-Circular No. CDO/P&HRD-IR/36/2022-23 dated 30.08.2022)

The President
Circle Welfare Committee
State Bank of India
Local Head Office, Thiruvananthapuram

Dear Sir,

Please arrange to allot me _____ room(s) in the Bank's Holiday Home located at _____ for a period of ____ day(s), from to

Name in full:
(block letters) _____

Designation: _____ **PF No. / HRMS ID:** _____ Retired†

Deptt./Branch: _____ **Branch Code:** _____

Mobile/Tel. No.: _____ **Salary/Pension Account No.:** _____

Deptt./Branch E-mail ID: _____@sbi.co.in **Name-based E-mail ID:** _____@sbi.co.in

† Retired employees, specify designation at retirement and name of branch forwarding the application.

Number of Room days for which facility already availed in this FY: _____

- i) The rules have been read by me or have been read to me.
- ii) I shall abide by the rules and bye-laws.
- iii) If the booking is confirmed, I authorise the Bank to debit my account number mentioned above with the booking charges for the requested period.
- iv) Further, I also authorise Bank to recover charges on account of No Show Instance or Cancellation as per extant guidelines from my above mentioned account.
- v) Name and details of the occupants and relationship with me is mentioned below:

SI No.	Name	Relation	Age
1		Self	

Forwarded for consideration of Circle Welfare Committee, Thiruvananthapuram Circle

SIGNATURE OF APPLICANT

SECRETARY

PRESIDENT

Local Implementation Committee, State Bank of India
(Signatures & Stamp)

Date: / /

Note:
• Each day shall be deemed to begin/end at the check-in/check-out time limit of the holiday home.

• Holiday Homes in Maharashtra and Mumbai (Metro) circles should be applied through HRMS Portal.

I confirm that the booking charges have been recovered by me.

SECRETARY
Circle Welfare Committee, _____ Circle

Branches linked to T'puram Circle may please send the duly filled application by E-mail (as scanned B&W PDF) to cwc.lhotri@sbi.co.in
For list of holiday homes, check-in/check-out times and more info, visit: sbionline.sharepoint.com/sites/cwclhotri