

**INDIAN INSTITUTE OF TECHNOLOGY KANPUR  
APPLICATION FORM FOR VEHICLE PASS**

**For Regular /Retired Employees/Project Employees/Student and Dependents**



1. Name of applicant .Dr. /Mr. /Ms. ....
2. Designation .....(P.F/Roll.No).....
3. Department / Section .....
5. Local Address .....
6. Phone (Office) ..... (Res) ..... (E-mail).....
7. (i)Driving License No ----- Mobile No 

--	--	--	--	--	--	--	--	--	--
- (ii)Validity date.....

**8.. Details of vehicles:**

SNo	Vehicle Registration No	Insurance (Validity)								Type	Make	Colour
		D	D	M	M	Y	Y	Y	Y			
		D	D	M	M	Y	Y	Y	Y	2/4 Wheeler		
		D	D	M	M	Y	Y	Y	Y	2/4 Wheeler		
		D	D	M	M	Y	Y	Y	Y	2/4 Wheeler		
		D	D	M	M	Y	Y	Y	Y	2/4 Wheeler		
		D	D	M	M	Y	Y	Y	Y	2/4 Wheeler		

**9.** Co-driver/Dependent if any with relation in the family \_\_\_\_\_

**10.** I undertake that while plying the vehicle on the campus of the institute, I shall take all the precautions as per the traffic rules, and shall return the vehicle pass & sticker (s) to the Security Section if the vehicle is sold out to any other person, or when the vehicle shall no longer be used on the campus; or when the period of validity shall have expired by efflux of time.

**11. Following self attested enclosures are required with this form:- (kindly ✓ or X in the below boxes)**

- (i). Copy of Registration paper of vehicle
- (ii). Copy of Comprehensive insurance of vehicle
- (iii). Copy of Valid Driving license
- (iv). Copy of appointment letter if the applicant is in project
- (v). One photograph for co-driver
- (vi). Recommendation of **DOSA** is necessary for vehicle pass in case of student.
- (vii). Recommendation of **PI** is necessary for vehicle pass in case of project employee.
- (viii). Copy Driving license of co-driver/ dependent as per column no 9 if any

**12. PLACE OF FIXING/PASTING OF THE STICKER**

- (i) For car's sticker on front glass wind screen left corner.
- (ii) For 2 wheeler's suitable place at the front where clearly visible.

- Note:1) Please attach old pass/sticker(If Any)  
 2) Vehicle Passes for only serving employee's dependents will be issued  
 3) Vehicle RFID card and sticker charges shall be of Rs-140/- per unit

**(Signature of Applicant)**

**Recommended by DOSA/PI  
(In case of student/ project employee)**

-----FOR OFFICE USE ONLY-----

(Pass No..... Sticker No.....)

**Astt. Security Officer/Security Officer**