

APPLICATION FOR RENEWAL OF SMART CARD

(ON COMPANY'S LETTERHEAD IN DUPLICATE)

To

**Asstt. Traffic Manager, Permits
Mumbai Port Trust**

Sir,

Sub: Request for Renewal of Smart Card.

I hereby request you to renew Smart Card for my below mentioned employee for further period of one or more years. Following information is furnished for your perusal.

Name of the Person			PHOTO
Date of Birth & Age			
Blood Group			
Nationality			
Designation			
Identification Mark			
Existing Smart Card No.			Valid Till:
Registration No.			Valid Till:
Residential Address			
Employees Signature			

I hereby undertake that I am fully responsible for ensuring good conduct of my employee inside the port premises. I also undertake full responsibility for any criminal liability accruing due to misuse of Smart Card by my employee. I agree that in the event of misuse of Smart Card in whatsoever manner and form, MbPT administration shall take action as deemed fit including cancellation of registration summarily and criminal prosecution.

I further undertake to return the Smart Card issued to my employee by Traffic Manager, before the date of expiry of the permit for revalidation, if required or cancellation immediately, if the employee leaves or retires or is removed from the services or transferred to some other work not connected with the Docks and also to notify the Traffic Manager and Yellow Gate Police Station immediately, if the permit is lost.

Authorised Signatory

Date :

Place :