

ANNEXURE 'H'

**PRIOR INTIMATION (PI) LETTER FROM THE GOVERNMENT/PSU/STATUTORY BODY
EMPLOYEE TO HIS/HER ADMINISTRATIVE OFFICE FOR SUBMISSION OF PASSPORT
APPLICATION FOR HIMSELF/HERSELF (ON PLAIN PAPER)**

Place:
Date:

[To be addressed to the Controlling/Administrative Authority with full postal address]

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PIN:
Tel:
Fax:
Email:

Subject: Prior Intimation for Submission of Passport Application.

Sir/Madam,

I hereby give prior intimation that I am applying for an ordinary Passport to Regional Passport Office,

2. This is for your kind information and record.

Yours faithfully,

Signature:
Name:
Date of Birth:
Designation:
Name of Office Where Working:
.....
Name of Organisation:
.....
Address of Present Office:
.....
Residential Address:
.....
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