

**RAJYA SABHA SECRETARIAT**  
**Application Form for Visitors' Gallery Passes for the Officers & Staff**

Dated \_\_\_\_\_

To  
The Secretary-General,  
Rajya Sabha  
Sir,

I request that admission card/cards may kindly be issued for the person(s) as per details mentioned below who are personal guest(s)/relations(s) of mine and for whom I take full responsibility for the sitting of the Rajya Sabha to be held on \_\_\_\_\_ :-

Sr. No.	Full Name of Visitors (Block Letter)	Full Name of Father/Husband (Block Letter)	Age	Occupation
1.				
2.				
3.				
4.				
5.				

*Note:- If visitors are more than five, please attach separate sheet and furnish all requisite information.*

2. Permanent Address: \_\_\_\_\_  
\_\_\_\_\_

3. Delhi Address: \_\_\_\_\_  
\_\_\_\_\_

4. Nationality & Passport No.: \_\_\_\_\_  
(For foreigners only, please attach passport copy also)

Yours faithfully,

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Section \_\_\_\_\_

**Recommended to Notice Office for necessary action.**

(Signature & name of the Officer)  
alongwith office seal

1. This application must be handed over by 3 p.m. on the working day previous to the date of sitting for which the admission cards (s) is/are required.
2. Children below 10 years of age are not allowed admission to the Gallery.