

# **RAJYA SABHA SECRETARIAT**

**Application form for Renewal of General Pass for Personal Staff of Members**

**Dated the** \_\_\_\_\_

**To,**  
**THE SECRETARY –GENERAL,**  
**RAJYA SBHA.**

Sir,

Please renew the General Pass No. \_\_\_\_\_ issued in favour of my PS/PA  
Shri/Smt. \_\_\_\_\_ for a further  
period of three months w.e.f. \_\_\_\_\_.

Yours sincerely,

**Name of the Member** \_\_\_\_\_  
**Division No.** \_\_\_\_\_

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**Note:-Pass may be renewed three working days prior to the expiry of the date of validity of the pass.**