

**REQUISITION FOR ISSUE OF PHOTO-ID SMART CARD
FOR ASSOCIATES
(TO BE FILLED IN BLOCK CAPITALS)**

Paste one recent Color Passport size photograph. Please note that any form with a photo that does not meet the criteria as listed in the note below shall be returned.

Date of Requisition : _____

First Name : _____

Last Name : _____

Date of Birth :

D	D	M	M	Y	Y	Y	Y

ID No. :

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Date of Joining :

--	--	--	--	--	--	--	--

Gender : M / F

Location : _____

Emergency Contact Person : _____

& Address _____

City _____ State _____

Pin Code _____ Phone # _____

Instructions

- Display ID card at all times inside FS GBU.
- This ID card is non transferable.
- Loss of this ID card should be promptly reported to issuing authority.
- Penalty for loss of ID card - Rs. 500.

Note:

Guidelines for acceptability of photographs for ID Cards:

1. Submit 02 nos of photographs along with form.
2. The photograph should be a genuine passport size image. A cutting from family or group photographs shall not be acceptable.
3. The photograph should be taken in well-illuminated indoor / studio environment with a light background (preferably blue).
4. The face should be straight with both ears being visible. Side postures are not acceptable.
5. Shadows behind the photograph should be as minimal as possible.

Sign. Of Associate _____ (Signature Authorized signatory)

Name of Authorized Signatory: _____ Date: _____

FOR USE BY I-CRES PHYSICAL SECURITY

FORM RECEIVED ON: _____ DATE OF INTIMATION TO ASSOCIATE: _____

DATE OF ISSUE: _____ CARD NUMBER: _____

ISSUED TO: _____ ISSUED BY: _____