

**Annexure 'N'**

Prior Intimation (PI) from the Government/PSU/Statutory Body employee to his/her Administrative Office  
for submission of Passport application for himself/herself (On Plain Paper)

Place : Surat

Date : ....

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

Administrative,

Surat Municipal School Board

Parsiwad, Gopipura, Surat. PIN : 395001

Tel : 0261-2455301 to 04

E-Mail :- msbsmc@gmail.com

**Subject : Prior intimation for Submission of Passport Application**

Sir/Madem,

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 : .....

Wife/Husband of :- .....

Date of Birth : .....

Designation : .....

Name Of Office Where Working : .....

Name of Organisation : **Municipal School Board, Surat.**

Address of Present Office : .....

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Residential Address : .....

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