

**OFFICE OF THE PRINCIPAL COMMISSIONER,  
CGST & CENTRAL EXCISE, NAGPUR-I COMMISSIONERATE,  
GST BHAVAN, TELANGKHEDI ROAD, CIVIL LINES, NAGPUR – 440001**

**FORMAT FOR GUEST HOUSE BOOKING**

Sr. No.	Guest House Address	No. of Rooms	Officers whom to be allotted
1	Departmental Guest House at GST Bhawan, Telangkhedi Road, Civil Lines, Nagpur-440001	3 Rooms	All officers
2	Departmental Guest House at Quarter No. 15 & 16, Type- IV, CGST and Customs Residential Complex, Seminary Hills, Near to Balaji Temple, Nagpur-440006	2 Rooms 2 Rooms	AC/DC JC/ADC & above

*Please Tick your Requirement ( ✓ )*

Guest House	Tick Mark
GST Bhawan, Telangkhedi Road, Civil Lines, Nagpur-440001	
Quarter No. 15 & 16, Type- IV, CGST and Customs Residential Complex, Seminary Hills, Near to Balaji Temple, Nagpur-440006	

Name of Officer : \_\_\_\_\_

Designation with ID Number : \_\_\_\_\_

Department : \_\_\_\_\_

Mobile Number : \_\_\_\_\_ Purpose of Visit : \_\_\_\_\_

Whether Official/ : Yes / No      If yes : Office Order / Reliving Order to be attached  
Personal

Accommodation Required : From Date : / / To Date : / /

From Time : \_\_\_\_ Hrs To Time : \_\_\_\_ Hrs

No. of days : \_\_\_\_\_

No. of PAX : \_\_\_\_\_ No. of Rooms Required : \_\_\_\_\_

Write names of persons (with age and gender) accompanying for whom accommodation is requested and relationship with officer

- 1.
- 2.
- 3.

Date : \_\_\_\_\_ Signature of the officer

*The Officers who wants to avail the Guest house facility are requested to apply through mail only. (Email : [prev.nqp1@gmail.com](mailto:prev.nqp1@gmail.com))*

**For Office Use**

The above Guest House has been allotted in the name of \_\_\_\_\_ for \_\_\_\_\_ days from date \_\_\_\_\_ to \_\_\_\_\_. He/She has paid the Room rent amounting to Rs. \_\_\_\_\_.

The Assistant/Dy. Commissioner (Anti-Evasion)  
CGST & CX, Nagpur – I Commissionerate