

To  
The Senior Manager (Civil),  
O.C.C. Ltd,  
Bhubaneswar – 751 012.

**Sub :- Issue of Application Form & Booklet for Enlistment in OCCL**

Sir,

I/We\* am/are interested to get myself/our firm/company enlisted in OCCL.

I/We may kindly be issued the application form & booklet.

I/We\* am/are depositing \*Rs.300.00(by hand) / Rs. 350.00 (by post) towards cost of the application form & booklet.

Thanking you.

Yours faithfully,

Place :- .....

Date :- .....

Signature of Applicant

#Name :- .....

Address :- .....

PIN - .....

Phone - .....

*\* Strike out whichever is not applicable.*

*# In case of a Company/Firm, mention the name of the Company & its Managing Director /Proprietor & give the Regd. Office Address. For Individuals, mention the Name & Address of the applicant.*

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**FOR OFFICE USE ONLY**

Issue an application form & booklet to Sri/ M/s .....

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**Senior Manager (Civil)**