

HA-12 House allocation and form for acceptance**Ref No: SPAB/HAC/2025/****Date:**

To,
The Chairperson HAC
 School of Planning and Architecture, Bhopal

Subject: Acceptance for allocated house**Dear Sir/ Madam,**

With reference to your house allotment application dated _____ HAC has allocated a house for the allotment based on the availability and Eligibility criteria elaborated in HAC rules-2025. You are requested to provide your acceptance for the offered house/ choice in writing by signing this form and send back to us. Upon receipt of signed form, process of getting approval from the competent authority and issuing of allotment letter will be processed.

Details of Allocated house

Description	Particulars	Description	Particulars
Name of Person		Name of Department	
Designation		Type of Employee	
Available choices for the houses			
Name of Building		Allocated House	
Period of Stay		Type of Allotment	

Acceptance and declaration

I hereby, accept the house allocated and offered to me. I would request you to please allot this house for me. I declare that I have read the HAC rule-2025 and willing to abide by the provisions. I am agreed to pay license fee and other charges as applicable.

Date:**Signature of Applicant**