

W.B. From no. 40

**Government of West Bengal**  
.....Department  
**Application for leave (Non-gazetted officer)**

1. Name of applicant :
2. Duty on which employed :
3. Salary :
4. Nature and period of leave asked for :
5. On what grounds :
- 6 Address while on leave :

**Recommendation**

Signature

.....

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