To be prepared in triplicate

Guru Ghasidas Vishwavidyalaya

(A Central University)

Vidyasagar Nagar, Koni, Bilaspur, CG 495009

GATE PASS - OUTWARD

Security Officer may please allow Shri/ Smt ……

of……. (name of the organization) Vehicle No. ……
to take out the following material(s) from Guru Ghasidas Vishwavidyalaya.

Sl.No.	Description of Material(s)	Quantity	Remark

Destination of material: …….

Reason for Taking out : ……..

For use of Security staff Office only		Authorised Employee/HOD/Faculty/Others	
Time Out:		Name	
Date:		Designation	
Name of Guard		Mobile Number	
Signature of Guard:		Signature/seal	

The gate pass (Gate No…….) has been inspected and entered in Register No……at

Sl. No……..Page No……..

Security Officer (SO)/

Assist Security Officer (ASO)