APPLICATION FORM FOR IDENTITY CARD

F/M/AM/ST/T members, who have lost their Identity Cards issued by the Institution/possess defective Identity Cards/changed their recorded addresses, may apply for new Identity Card as per the format given below.

The application must be sent to the Headquarters along with the documents as stated in the format and the prerequisite fee as given in the table below:

Membership Grade	Fees for India/ Nepal (₹)	Fees for Other Countries ($)	Mode of Payment
F/M/AM	354 (including GST)	50	By NEFT/IMPS/Demand Draft in favour of **'The Institution of Engineers (India)', payable at Kolkata.**
ST/T	300	30	

Note: The candidate must apply at least 90 days prior to the commencement of any Examination.

APPLICATION FOR REPLACEMENT OF IDENTITY CARD

The Director (Membership)
The Institution of Engineers (India)
8 Gokhale Road, Kolkata 700 020

Replacement of Identity Card

Dear Sir,

You are requested to issue me a new Identity Card due to the reason as ticked (✓) in appropriate box below:

I) ☐ My Original Identity Card is lost. II) ☐ My Original Identity Card is damaged, III) ☐ Correction of Name

IV) ☐ I have changed my address as below, V) ☐ Non receipt of Identity Card

For this purpose, I enclose the relevant documents for your ready reference.

Thanking you,

Yours faithfully,

Enclo: a) Copy of FIR/GD (*for no. I above only*)
b) Original Identity Card (*for nos. II, III and IV only*)
c) Demand Draft of Fees payable along with the application.

Full Signature of Candidate with Date

F/M/AM/ST/T No. _____

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Name of the Candidate (in capital letters)

Membership Grade and No. Draft No. Date of Issue

New Address (*in capital letters*)

Pin State Country

Mobile E-mail

Bank details for NEFT/IMPS payment

Name of Beneficiary	:	The Institution of Engineers (India)
Address of Beneficiary	:	8 Gokhale Road, Kolkata 700020
Name & Address of Bank	:	IDBI Bank, Siddha Point, Ground floor, 101 Park Street, Kolkata 700016
IFS Code	:	IBKL0000012
Bank Account No.	:	012104000094674

After the payment is made kindly e-mail the scan copy of the receipt of the payment along with the application form at **memb_certificate@ieindia.org** for further needful action.

Transaction date : D D M M Y Y

Transaction ID/UTR No./Payment Reference No. :- _____

Note:- In case of NEFT/Online Net Banking Transfer to IEI Account, please enclose the transaction slip generated.

NO NEED TO SEND ANY HARD COPY, IF THE PAYMENT MADE THROUGH NEFT/IMPS

Specimen Signature of the applicant (preferably in English) →

The signature should not touch the box

(Use black ink only)

Passport or stamp size photograph to be pasted here *(do not sign on the photograph)*

Form No. MEMB/12
Rev. 03/24082017