



Government of the Republic of Trinidad and Tobago
Ministry of Public Administration

Application for Accommodation Form

*** Please provide an approved Organizational Chart in addition to this form when submitting this application**

Date of Submission (dd/mm/yyyy)

Name of Ministry/Government Agency

Name of Contact

Contact Phone Number

Contact E-mail Address

Reason(s) for Relocation

Current Location

Preferred Geographical Location

Alternative Preferred Geographical Location



PROPERTY AND REAL ESTATE SERVICES DIVISION

CIC Building Level One, 122-124 Frederick Street

Port of Spain

(868) 627-4801

(868) 625-2469

www.mpa.gov.tt

Preferred type of Property

State Owned Rented

Staff interaction with the public

Yes No

In-house Provision for Facility Management Services

Yes No

Number of parking spaces required

Total area being requested (in m² or ft²)

Special room requirements (e.g. Conference room – 12 people; Lobby – 20 people)

Special Utility Requirements (electrical, water)

Number of staff members to be relocated

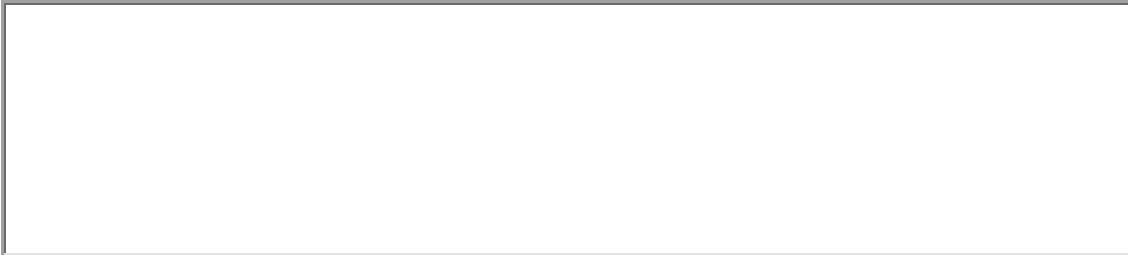
Number of units to be relocated

Names of units to be relocated



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