**Date**

**To,**

**The Dy. Commissioner**

**Office of the Labour Commissioner**

**6th Floor, Office Complex Building**

**Wagle Estate, Thane – 400 604**

**<< The above Address may Differ depending on the jurisdication of Labour Office>>**

**Sub – Request for providing Meals to the Migrant Construction site workers**

Dear Sir,

Our Construction site is situated at << full Address>> wherein there are about \_\_ Nos. of Labours staying with their families. We request your good self to provide meals and any other benefit announced by the Govt for these workers.

Find below the list in the prescribed format for your persual –

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Sr No | Name | Contact No | Employer Name | Origin State | BOCW Reg. No if any |
| 1 |  |  |  |  |  |
| 2 |  |  |  |  |  |
| 3 |  |  |  |  |  |

Please note the contact details of the person allocated on our behalf for any co-ordination for the above –

Mr./Ms.\_\_\_\_\_\_\_\_\_\_\_\_

Contact No.\_\_\_\_\_\_\_\_\_

Email ID. \_\_\_\_\_\_\_\_\_\_\_

**For <<Co. Name>>**

**Authorised Signatory**