

Local Government Engineering Department (LGED)

ID Card Information Change/ Card Reprint Application Form

ID Card Number: _____ Name (capital letters): _____

Blood Group: _____ Date: _____ Mobile No: _____

IP Intercom: _____ Office/Project/Unit: _____

Purpose of this Application: ☐ Need to Reprint Card
☐ Only Information Change

Recent
Passport size
Photo

If reprint is required, please mention the cause:

☐ Lost ☐ Color Faded ☐ Card Damaged

➤ In Case of Information Change Only tick the fields that require update and fill in the corresponding information.

☐ Designation | New: _____

☐ Office / Unit Present: _____ | New: _____

☐ Contact Info Present: _____ | New: _____

☐ Photograph (A hard copy of the photograph must be attached with this application, or sent via email to idcard@lged.gov.bd mentioning the ID number)

☐ Other: _____

Note:

- In case of lost card, a General Diary (GD) must be filed at the concerned police station, and a copy of the GD must be submitted with the application.
- Supporting documents must be attached for information change requests.

Declaration

I hereby declare that, in case of card reprint, the old ID card must be returned to the issuing authority (not applicable in case of a lost card). If any incident or misuse occurs using the old card, the applicant shall be held fully responsible.

Applicant Signature: _____

Recommended By
(Unit Head/PD)

Signature of
SE Admin

Signature of
MIS Section Unit In Charge