Application for T.C. and Refund of Security Money (Session 201 -201)

To,
The Principal
MPVM-Ganga Gurukulam
Gaddopur, Phaphamau, Allahabad-211 013

Date : ……

Madam,

My Son/daughter /ward named……admission no…….. is/was the student of class ……section…….(i) has passed the final examination /(ii) studying in class …….. section …… I want the T.C. and security money for above said child because (Kindly write the reason)

……

Kindly permit me to obtain T.C./Security money (Attach here receipt of caution Money)
Kindly transfer the security money in favour of :

Name

Bank Name

Branch Address : ……

Account No.

IFSC Code

(Please attach a photocopy of the front page of your bank passbook for the above mentioned account)

Yours faithfully

(Name & Signature of applicant)
(Please mention the relation with student)
Address ……

Telephone No. ……(Mobile no.) ……

Clearance from School

S.No.	Department	Dues	Signature	Remarks
1	Library			
2	S.U.P.W. Incharge			
3	Sports Teacher			
4	Physics lab			
5	Chemistry lab			
6	Biology lab			
7	Computer Science lab			
8	A/C section			
9	Class teacher			
10	Total Attendance of student			
11	**Any other participation (Specify)** Sports, Music, Dance, Science Exhibition , Art & Craft etc.			
12	Subject Studied : **1**. **ENGLISH** …. **2**……**3**……4…… **5**……..**6**……**7**……			

Kindly issue the T.C. & Security Money.

Signature of Principal

The T.C. bearing number ……..dt ……issued. **Sign. of dealing Clerk**

The Security Money issued vide cheque No. ……dt…….. **Sign. of Accountant**

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