

To,
The Principal,
<College Name >
<Address >

Date:.....

Sub : Refund of Caution Money

Name :
Degree :Stream :
Roll No. :Registration No.:
E-Mail Id :Mobile No. :
Full Address :

Bank A/c Details:

Name of the Account holder :
Bank A/c No. : Type of A/c (SB/CD/OD) :
Bank Name :Branch:.....
Bank Branch Full Address :
Bank Branch IFSC Code :

NO DUES CERTIFICATE :

Library	Dues/No Dues	Signature of the Librarian
Department Lab	Dues/ No Dues	Signature of the HOD
Hostel Clearance	Dues/ No Dues	Signature of the Warden
Exam Cell	Dues/ No Dues	Signature of the Exam Incharge
Registrar Section	Dues/ No Dues	Signature of the Registrar
Alumni Committee	Dues/ No Dues	Signature of the Authorised person
Accounts section	Dues/ No Dues	Signature of the Accountant

I hereby declare and undertake that :

- All the information provided above is true and complete in all respect
- If the details mentioned by me above are incorrect due to any reason (Including Typing/ Writing error, etc.) I shall be completely responsible for any loss such as non-receipt of caution money.
- The college will not be responsible for wrong credit of caution money in case where I have mentioned the Account No. and other details as above wrongly and I also understand that in such cases I will not be getting any Caution Money.
- All charges related to transfer of Caution Money (Applicable at the time of transfer of Caution Money as levied by the Bank) in my Account will be borne by me.

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Signature of the Student

For Office Use Only
(Office to verify and check whether Form is complete in all respect before accepting)

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Signature of the
In-ChargeAccounts Department

Seal of the college

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Principal