

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 and 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's Office	Dues/ No Dues	Signature of the Registrar
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-Charge Accounts Department

Seal of the college

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Principal